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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

December 1996 **Vol. 12, Issue 12**

GEORGE H. RYAN
Secretary of State

DEPOSITORY

JAN 0 6 1997

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

FINANCIAL INSTITUTIONS

Effective with this issue of the Dealer/Remitter Bulletin, the publication distribution list will be expanded to include all financial institutions. The Office of the Secretary of State is happy to provide this bulletin on the processing of vehicle title and registration transactions.

The bulletins will include information to help your staff complete title and registration transactions without error and highlight new initiatives by this office that will help your customers. Please distribute his bulletin to all of your employees handling these transactions.

"UNIVERSAL" VETERANS PLATE

Secretary of State George H. Ryan's plan to offer a "universal" veterans plate to honor any branch of military service became a law Aug. 9, 1996. The red, white and blue plate, designed to let Illinois' 1.1 million veterans show pride in their military service, is scheduled to be road-ready in July 1997. Part of the $15 raised from each sale is to be spent on library materials for Illinois veterans homes.

"Illinois veterans have sacrificed part of their lives to serve their state and their nation," Ryan said. "Providing them with a license plate to commemorate their contribution is a small but appropriate 'thank you.' "

Veterans will be able to order plates to reflect their branch of service and participation in an armed conflict. The plates can have one of six service logos, representing either the Army, Navy, Air Force, Marines, Coast Guard or Merchant Marines.

Veterans also can choose one of 22 designators showing an armed conflict in which they served. The designators range from World War I to Operation Southern Watch, which is still ongoing in the Persian Gulf. The designator will encircle the logo. Additionally, any Illinoisan may order a plate commemorating the state's POW-MIAs, continuing a remembrance effort that Ryan has led since his days as lieutenant governor.

The plate will cost $63 initially, and $50 for an annual renewal, with $15 initially and $2 annually going towards veterans needs, including library materials at the state's four veterans homes. The new plate joins 11 others that are currently available to veterans and service members, including plates for the Armed Forces Reserve, Congressional Medal of Honor, Disabled Veteran, Ex-Prisoner of War, Gold Star, Bronze Star, Illinois National Guard, Korean War Veteran, Pearl Harbor Survivor, Purple Heart and Retired Armed Forces. About 25,000 of these plates have been sold.

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DEALER/REMITTER SEMINARS

The Vehicle Services Department is in the process of planning the 1997 training seminars for dealers and remittance agents. The seminars are tentatively scheduled to begin in early March. As a result of your respons to our 1996 Seminar Evaluation Forms, the following topics are proposed for the 1997 session:

- . Completing Applications
- . Power of Attorney Information
- . Leased Vehicle Information
- . New Plate Categories
- . Assembly of Documents
- . Truth in Mileage
- . Estate/Divorce Transactions
- . HB1124 - Clear Titles on Abandoned Vehicles
- . Most Common Errors
- . RUT-25, RUT-50, ST-556 Tax Forms

Input about issues for these seminars is important. **Please forward any suggestions you may have to:**

1997 Dealer/Remitter Seminars
Vehicle Services Department
Office of the Secretary of State
Room 432, Howlett Building
Springfield, IL 62756

Or: Fax suggestions to (217) 524-3913.

NON- RECEIPT OF TOUCH TONE RENEWALS

Effective Sept. 16, 1996, all questions/problems related to the non-receipt of a Touch Tone Renewal will be handled by the License Correction Section. All inquiries should be directed to **(217) 782-1069**.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

January 1997 Vol. 13, Issue 1

GEORGE H. RYAN
Secretary of State

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UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

ANNOUNCEMENT

VEHICLE DEALERS AND REMITTANCE AGENTS

Secretary of State George H. Ryan and the Vehicle Services Department invite you and your employees to attend one of the 1997 training seminars. These seminars are available for persons responsible for preparing vehicle title and license plate transactions. As a result of your response to our 1996 Seminar Evaluation Forms, the following topics are scheduled for the 1997 session.

NOTE Procedures for over-the-counter sticker sales for financial institutions will NOT be covered in this training.

TOPICS THAT WILL BE PRESENTED AT TRAINING SEMINARS

- Completing Applications;
- Power of Attorney Information;
- Leased Vehicle Information;
- New Plate Categories
- Assembly of Documents
- Truth in Mileage;
- Estate/Divorce Transactions
- HB 1124-Clear Titles on Abandoned Vehicles
- Most Common Errors
- RUT-25, RUT-50 & ST-556 Tax Forms;

****

LOCATIONS, DATES & TIMES LISTED BELOW - REGISTRATION FORM ON REVERSE SIDE

****

How to Register

Complete the registration form on the reverse side and return it to this office by **Feb. 21, 1997**. After your registration is processed by our office, you will receive a written confirmation letter **approximately two weeks** before the seminar date.

1997 VEHICLE SERVICES TRAINING SEMINAR SCHEDULE

March 19	Wednesday	Belleville - Belleville Area College
March 20	Thursday	Ina - Rend Lake College
March 25	Tuesday	East Peoria - Illinois Central College
April 8	Tuesday	Grayslake - College of Lake County
April 9	Wednesday	Rockford - Rock Valley College
April 16	Wednesday	Kankakee - Kankakee Community College
April 17	Thursday	Mattoon - Lake Land College
April 22	Tuesday	Springfield - University of Illinois Springfield
April 30	Wednesday	Macomb - Western Illinois University
May 8	Thursday	Palos Hills - Moraine Valley College

Morning and afternoon sessions offered each day - each individual should attend only one half-day session.

Morning Sessions	Afternoon Sessions
Registration - 9 a.m.	Registration - 1 p.m.
Seminar - 9:30 - Noon	Seminar 1:30 - 4 p.m.

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Enrollment will be limited for each session. Although we cannot guarantee your first choice of time we will make every effort to accommodate your requests. Attendance at these seminars is free of charge. You will receive confirmation of the date and time of the seminars. **Completed forms must be returned to this office by Feb. 21, 1997.**

----------**Detach and Return**----------

TRAINING SEMINAR REGISTRATION FORM		
BUSINESS NAME		
Dealer Plate # **Remitter** RA #		
ADDRESS		
CITY	ZIP	PHONE ( )
SEMINAR LOCATION (city)		

NAME OF EACH PERSON ATTENDING	**FIRST CHOICE** DATE & TIME (AM/PM)	**SECOND CHOICE** DATE & TIME (AM/PM)

Please use a separate sheet of paper if more space is needed. Return or **FAX** completed form to

Linda Deering, Training Coordinator
Vehicle Services Department
432 Howlett Building
501 South 2nd Street
Springfield, IL 62756
FAX (217) 524-3913

If you have any questions regarding these seminars, please call (217) 524-1165.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

February 1997 **Vol. 13, Issue 2**

GEORGE H. RYAN
Secretary of State

REBUILT VEHICLE INSPECTIONS

Effective Jan. 1, 1997, the model year for rebuilt vehicles that **REQUIRE** salvage vehicle inspection changed from "1988 and newer" to "**1989 and newer**. " Consequently, 1988 and older, rebuilt vehicles will not require inspection.

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URBANA-CHAMPAIGN

ODOMETER MILEAGE YEAR EXEMPTION

Also effective Jan. 1, 1997, the most recent model for a vehicle to be exempt from the Truth in Mileage Act odometer requirements changed from 1986 to **1987** for all titles issued after Dec. 31, 1996. The formula for determining the model year exemption is**: CURRENT YEAR MINUS 10 EQUALS THE FIRST EXEMPT MODEL YEAR (i.e., 1997-10=1987.)** All titles issued after Dec. 31, 1996, involving a 1987 model or older vehicle will be automatically **exempt** from Truth in Mileage requirements.

The notation "Mileage Not Required" will be printed on the face of the title. In addition, four other situations do not require an odometer disclosure when ownership of a vehicle is transferred: 1. The vehicle is non-motorized. 2. The vehicle has a gross vehicle weight rating (GVWR) of more than 16,000 pounds. 3. The vehicle is being purchased by the federal government. 4. The vehicle is new and is being transferred from one franchised dealer to another.

HEAVY VEHICLE USE TAX

A motor vehicle with a declared operating weight of 55,000 pounds or more must show proof of compliance with the Federal Heavy Vehicle Use Tax to be eligible for registration in Illinois.

Proof of compliance with the use tax **must be submitted** with the registration application. Proof, however, is not required for a newly purchased vehicle registered within 60 days of the purchase date. **One** of the following items must be submitted as proof:

1. Schedule 1 (Form 2290) showing receipt date or verification date.
2. Photocopy of the Schedule 1 (Form 2290) without the receipt date or verification date and a photocopy of both sides of the canceled check.

Dealerships are advised to request transfer tax information from individuals trading or selling vehicles for which the heavy vehicle use tax has been paid. This office cannot accept any Form 2290s when the tax period years have been changed or altered even if an IRS employee changed the form.

For information regarding the appropriate tax form and other matters related to the Heavy Vehicle Use Tax, contact the Internal Revenue Service Center at 1-800-829-1040 or the Secretary of State's office, Commercial and Farm Truck Division at (217) 785-1810.

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VANITY/PERSONALIZED PLATE REQUESTS

When distributing Vanity/Personalized Plate brochures, the following requests should be accommodated: 1. Give the **entire brochure** to the individual. **Do not** give the request form only. The individual needs the information found in the brochure to be familiar with spacing, categories where numbers precede the letters, how many letters or numbers can be put on each plate category and the ranges available. 2. The **individual** making the request should fill out the form.

Compliance with these requests will assure that the individual is receiving the plate as requested.

SALE OF LISTS TO JUNK MAILERS ENDS

Effective Jan. 1, 1997, Secretary of State George H. Ryan implemented new policy that should come as welcome news to consumers - the elimination of sales of driver and vehicle lists to junk mailers. "Protecting the privacy of individual citizens should be an important priority for government in this day and age," Ryan said. "That's why my office has stopped providing any information that could be used to generate junk mail to Illinoisans."

The sale of vehicle and driver's license records has raised about $10 million a year for the state's highway construction fund. Eliminating the sale of lists to retailers, direct marketers and loan refinance companies will pare about $600,000 a year from that amount. However, Ryan's office still expects to collect more than $9 million a year by providing information for other government agencies; for public safety reasons, including vehicle recalls and for marketing research. None of those buyers will be allowed to use the lists to generate junk mail.

To date, approximately 14,000 Illinoisans have filled out "opt-out" forms. Secretary Ryan's new policy, however, eliminates the need for anyone to fill out this form.

Governmental agencies typically request lists from Ryan's office to track down parking violators, build jury lists and check voter registration records. Marketers generally resell information allowing insurance companies to track their customers' driving records.

This new policy will not put an end to all junk mail. However, from now on, Illinoisans can rest assured that information they provide when getting a driver's license or license plates will not find its way to junk mail lists.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

March 1997 Vol. 13, Issue 3

GEORGE H. RYAN
Secretary of State

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AT URBANA-CHAMPAIGN

NAME AND ADDRESS CHANGES ON THE INTERNET

By law [Illinois Vehicle Code, Section 625ILCS 5/3-416, 5/6-116 and 5/6-511], residents must notify the Secretary of State within 10 days of a change in name or address. The Illinois Gateway (the Secretary of State's Internet connection) was expanded last September to include name and address changes. Completing this form on the Internet will notify both the Driver Services and Vehicle Services departments; however, the individual will not receive corrected documents until the appropriate applications and fee are submitted.

If Illinois residents with a **commercial driver's license** have a change of name, or name and/or domiciliary address, they must obtain a corrected license, corrected title and corrected registration ID card before Secretary of State records can be changed. A corrected driver's license must be obtained from a driver services facility, where residents may make all the necessary changes. Residents also may indicate on the form if they would like the Secretary of State to mail them the vehicle registration forms.

As a convenience to Illinois residents, the Illinois Gateway continues to expand its services on the Internet. The Secretary of State's office also benefits by receiving this information immediately.

APPLYING FOR A CORRECTED TITLE AND CORRECTED IDENTIFICATION

When applying for a corrected title to add, remove, or change an owner's name, an application for corrected registration identification card also should be submitted with a fee of $2. (Total fee due for a corrected title and corrected card will be $15.) The owner name(s) on the title and the registration records must be in agreement.

COMPLETING CORRECTED TITLE APPLICATIONS

Corrected title applications submitted for the purpose of adding, removing, or changing a name, registering a lien, etc., should be completed in full. Vehicle information (year, make and vehicle identification number), owner name(s) and complete address, as well as the lienholder name and complete address, are especially important. The current odometer reading **must** be furnished and the appropriate box checked to indicate the mileage is actual, not actual, or in excess of mechanical limits. The purchase date and surrendered title are also important elements. The reason for the correction should be briefly stated in the designated area on the application. Finally, the signatures of all owners are required.

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APPLYING FOR A REPOSSESSION TITLE

When applying for a repossession title, only the forms (Affidavit of Repossession, Notice of Intent, Affidavit of Defense) prescribed and furnished by the Secretary of State will be accepted. The Affidavit of Repossession should be signed and notarized no sooner than 21 days after the date of the Notice of Intent. The Affidavit of Defense must be sent to each owner by both certified and regular mail.

The original title must be surrendered with the request for a repossession title. If the title is not in the lienholder's possession, or if the lien is not recorded on the title, the last section of the Affidavit of Repossession must also be signed and notarized.

REVISED APPLICATIONS MAKE PROCESSING EASIER

The Application for Vehicle Title (VSD330.7) and Application for Vehicle Title and Registration (VSD190.13A) have been revised to reflect changes in the law and to make it easier for applicants to supply the office with accurate information that will reduce delays in processing.

The odometer reading area has been modified to make it clear that one of the "**Odometer Reading Boxes**" or the "**GVWR Over 16,000 LBS. Box**" must be marked by removing lines separating these areas from the actual odometer reading. In 1995, 77,246 transactions were delayed, with a large portion of those errors being attributed to one of the "**Odometer Reading Boxes**" not being marked. The revised form should help the individual completing it to furnish accurate information, enabling the Secretary of State's office to give better service.

"**FLOOD**" has also been added to the area where the "**REBUILT VEHICLE**" is located on the application, which will eliminate the need to hand write the word in the rebuilt box. The modification will make it easier for all individuals who complete and process applications to comply with the **FLOOD VEHICLE LAW**.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

April 1997 Vol. 13, Issue 4

GEORGE H. RYAN
Secretary of State

VEHICLE DEALERS & REMITTANCE AGENTS SEMINARS

As a reminder, the 1997 Vehicle Services Training Seminars for new and used car dealers and licensed remittance agents are underway. Listed below is the schedule for the remaining seminars for 1997 and their locations. Topics include issues regarding completing applications, corrected titles/registrations, new plate categories, title assignment errors\title switches, truth in mileage, tax filing requirements, RUT-25, RUT-50 and ST-556.

April 8	Tuesday	Grayslake - College of Lake County
April 9	Wednesday	Rockford - Rock Valley College
April 16	Wednesday	Kankakee - Kankakee Community College
April 17	Thursday	Mattoon - Lake Land College
April 22	Tuesday	Springfield - University of Illinois Springfield
* April 30	Wednesday	Macomb - Western Illinois University
May 8	Thursday	Palos Hills - Moraine Valley College

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AT URBANA-CHAMPAIGN

* Due to a low volume of registrations for the Macomb seminar on April 30, **only one (1) session** will be held beginning at 9:30 a.m. with registration at 9 a.m.

If you have questions, or have not made your reservation, please call (217) 524-1165, or fax your request to (217) 524-3913.

DEALER SPECIAL TITLE SERVICES

Dealer special title service is limited to those transactions which involve a title only. Usually, these are transactions in which a vehicle is being titled in a dealership's name. However, a duplicate title or a title only transaction that has mailing instructions back to a dealership are also acceptable as ***Dealer Specials***. These titles are given **priority** handling.

No registration related transactions, such as Title & Registration or Title & Transfer, qualifies for this service. When registration-related transactions are submitted with dealer specials, the applications must be resorted, which results in a **delay** in processing.

The **envelope** for Dealer Special Titles may not contain any other type of work and must be addressed correctly to:

Office of the Secretary of State
Dealer Special Title
Howlett Building, 6th Floor
501 South 2nd Street
Springfield, IL 62756

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SPORTING SERIES LICENSE PLATES

By purchasing new Illinois Sporting Series License Plates, you can contribute to the acquisition and maintenance of Wildlife Habitat in Illinois. Proceeds from the sale of the plates will be allocated to the Illinois Wildlife Habitat Fund.

These plates will be issued to Illinois residents who request Sporting Series License Plates. There are six designs to choose from: Bass, Deer, Duck, Goose, Pheasant and Turkey. These plates may be placed on passenger vehicles, B-trucks and /or vans weighing not more than 8,000 pounds, and recreational vehicles as defined by section 1-169 of the Code (625 ILCS 5/3-631). Registration for these plates are multi-year and staggered. Vanity/personalized series is not available.

At present, names, addresses, and surrender plate information are being compiled. Plates will be ordered upon receipt of a minimum of 850 requests. You will be notified of further requirements at the time of order.

The Sporting Series License Plates carry a $40 original issuance fee (in addition to the standard $48 registration fee), with $25 of that fee going into the Wildlife Habitat Fund. An additional $27 fee will be required yearly (in addition to the standard $48 registration fee), with $25 going into the Wildlife Habitat Fund.

If you would like to receive an application when the minimum number has been reached, please complete the form below. Questions may be directed to 1-800-252-8980. Forms may be mailed to Department of Vehicle Services, 501 South Second Street, Suite 312, Springfield, IL 62756.

Name_____

Address_____

City_____ State_____ ZIP_____

Circle one design selection:

Bass Deer Duck Goose Pheasant Turkey

Current Illinois plate number:_____exp. date_____

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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AT URBANA-CHAMPAIGN

Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

May 1997 Vol. 13, Issue 5

GEORGE H. RYAN
Secretary of State

PEORIA WILDLIFE PRAIRIE PARK LICENSE PLATES

These plates will be issued to Illinois residents upon request. By purchasing the new Peoria Wildlife Prairie Park License Plates, you can contribute to the maintenance of the Wildlife Prairie Park in Peoria. Proceeds from the sale of the plates will be allocated to the Peoria Wildlife Prairie Park Fund.

The design features a stylized buffalo in front of a sunset on a tan background. These plates may be placed on passenger vehicles, B-trucks and/or vans weighing not more than 8,000 pounds and recreational vehicles as defined by section 1-169 of the code (625 ILCS 5/3-631). Registration for these plates are multi-year and staggered. Vanity and personalized option is not available.

Names, addresses, and surrender plate information are being compiled now. Plates will be ordered upon receipt of a minimum of 850 requests. You will be notified of further requirements at the time of order.

The Peoria Wildlife Prairie Park License Plates carry a $40 original issuance fee (in addition to the standard $48 registration fee), with $25 of that fee going into the Peoria Wildlife Prairie Park Fund. An additional $27 fee will be required yearly (in addition to the standard $48 registration fee), with $25 of that fee going into the fund.

NOTE: At this time, no monies should be accepted for payment of these plates. No TRPs should be issued at this time for this category.

If you or your customers would like to be placed on the listing, please complete the form below. Questions may be directed to 1-800-252-8980. Forms may be mailed to Department of Vehicle Services, 501 South Second St., Suite 312, Springfield, IL, 62756.

Name_____

Address_____

City_____ State_____ ZIP_____

Current Illinois plate number:_____ exp. date_____

DEALER/LIENHOLDER TITLE INQUIRY HOTLINE (217) 782-6877 BUSY ?

If you are experiencing busy signals or having to wait for assistance when calling the dealer/lienholder hotline, the following information may help you.

Try to **avoid Monday and Tuesday,** which are the ***heaviest*** calling days. The volume of calls is lowest on Fridays. Wednesday and Thursday are also lower volume calling days.

Our operating hours are 8 a.m. to 4:25 p.m. Morning hours are busiest, with **peak calling times** from **9 a.m. to 10 a.m., and 10:30 to 11:30 a.m.** Afternoon peak hour is **2 p.m. to 3 p.m.**

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NEW FLOOD VEHICLE LEGISLATION

Effective Jan. 1, 1997, the Illinois flood law changed both the definition and point in which a vehicle becomes a flood vehicle. A flood vehicle is a vehicle that has been submerged in water to the point that rising water has reached over the door sill and has entered the passenger or trunk compartment.

A flood vehicle is considered to be salvage only if the vehicle sustained damage so that the cost of repairing such damage, including labor, is greater than 33 1/3% of its fair market value, without damage. Flood vehicles considered to be salvage will be issued a salvage certificate only upon the submission of the vehicle's certificate of title, an application for salvage certificate marked "*FLOOD*" in the rebuilt vehicle box area, and a $3 title issuance fee.

- A licensed rebuilder only can bring a vehicle out of salvage.
- The insurance company can determine if sustained damage is greater than 33 1/3%.
- Only those vehicles which had essential parts replaced must submit to a salvage vehicle inspection.
- Once the vehicle has been brought out of salvage, the certificate of title issued for the vehicle will bear the brand "*REBUILT/FLOOD*".

A flood vehicle certificate of title will be issued to any person who possesses or acquires a flood vehicle, which is not damaged in excess of 33 1/3% of its fair market value, upon completion of a certificate of title which is marked "*FLOOD*" in the rebuilt vehicle box area. Unless the vehicle has been previously rebuilt, do not check the box "rebuilt". The certificate of title, $13 title issuance fee and the appropriate tax form and tax payment, if applicable, must be submitted. Questions pertaining to the flood titles should be directed to **(217) 782-6877.**

NEW CATEGORY PLATE INQUIRIES

All *new* category plate inquiries from the public should be directed to the Processing Plus Section of the Registration Processing Division at **(217) 782-2739**. These plate categories include Violence Prevention, Firefighter, Master Mason, Sporting Series and Collegiates. Also, any future plates will be directed there as well. **Environmental** inquiries should continue to be directed to Special Plates Division at **(217) 782-2284.**

ADDRESS CHANGES

To assure receipt of Dealer/Remitter Bulletins on a timely basis each month, please notify this office of any address changes. All changes should be forwarded to:

Mark Bartletti, Manager
Dealer Licensing Section
Vehicle Services Department
501 South 2nd Street
Room 069, Howlett Building
Springfield, IL 62756-7000

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

June 1997 Vol. 13, Issue 6

GEORGE H. RYAN
Secretary of State

DEPOSITORY

JUN 2 1 1997
UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

NEW LICENSE PLATE REVIEW

Over the past few months, there has seen an increase in new license plates issued, with additional ones on the way. Below is a list of the new plates with fee information.

COLLEGIATE: These 15 schools are currently participating in this program:

University of Illinois-Champaign	Concordia University	Malcolm X College
University of Illinois-Springfield	DePaul University	Millikin University
University of Illinois-Chicago	Eastern Illinois University	Northern Illinois University
Augustana College	Illinois State University	Northwestern Illinois University
Bradley University	Loyola University	Western Illinois University

The Collegiate License Plate costs $40 for an original issuance fee (in addition to the standard $48 registration fee) and a $27 renewal fee (in addition to the standard $48 registration fee). These plates are available for passenger cars and "B" trucks only. No vanity or personalized license plate option is available. Registration is multi-year staggered. Collegiate license plates are available for leased vehicles.

FIREFIGHTER: The Firefighter Memorial License Plate is available to Illinois residents. Monies from the sale of these plates will be used to build a memorial on the Capitol grounds to commemorate those who have perished fighting fires.

The predominantly red and white plates bear the Maltese Cross. The plate carry the "FF" stacked-alpha indicator and are available for passenger and "B" trucks. The plates have multi-year staggered registration with no option for vanity or personalized license plates. They may be placed on leased vehicles. The Firefighter Memorial License plates cost $27 for an original issuance fee (in addition to the standard $48 registration fee), and a $17 renewal fee (in addition to the standard $48 registration fee).

SPORTING SERIES: The Secretary of State's Office is currently accepting names and addresses of individuals interested in purchasing one or more options in this series: Largemouth Bass, Whitetail Deer, Mallard Duck, Goose, Pheasant and Turkey. A minimum of 850 requests is necessary before these plates will be produced. These plates cost $40 for an original issuance fee (in addition to the standard $48 registration fee), and a $27 renewal fee (in addition to the standard $48 registration fee). These plates will be allowed on passenger "B" truck and some recreational vehicles. Their registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available. **AT THIS TIME, NO MONIES SHOULD BE ACCEPTED FOR THIS PLATE CATEGORY, AND NO TRPs SHOULD BE ISSUED**. Once the minimum request level of 850 has been met, those individuals on the listing will be notified by this office with further instructions.

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PEORIA WILDLIFE PRAIRIE PARK: This category also has an 850-request minimum. The Secretary of State's Office is currently accepting the names and addresses of those individuals who would like to purchase this license plate. The monies from the sale of these plates will directly benefit the park. They cost $40 for an original issuance fee (in addition to the standard $48 registration fee), and a $27 renewal fee (in addition to the standard $48 registration fee). These plates will be allowed on passenger, "B" truck and some recreational vehicles. The registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available. **AT THIS TIME, NO MONIES SHOULD BE ACCEPTED FOR THIS PLATE CATEGORY, AND NO TRPs SHOULD BE ISSUED**. Once the minimum request level of 850 has been met, those individuals on the listing will be notified by this office with further instructions.

If you have any questions regarding this information, please contact this office on the Dealer Hotline at 800-252-8980.

DEALER & REMITTANCE AGENT SEMINARS

With the completion of the 1997 Dealer/Remittance Agent Seminars, the Vehicle Services Department is reviewing your comments about the sessions. The comments of dealers and remittance agents are invaluable to the Office of the Secretary of State and, as preliminary plans are being made for the 1998 seminars, we welcome your ideas and suggestions for materials to be included. Questions, comments and suggestions are welcomed and encouraged.

Please send these to:

Linda Deering, Training Coordinator
Vehicle Services Department
Room 432, 501 South 2nd Street
Springfield, IL, 62756
(217) 524-3913 (fax)

Thank you for your input and for helping us provide training in the areas you feel are important.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

July 1997 Vol. 13, Issue 7

GEORGE H. RYAN
Secretary of State

DEPOSITORY

JUL 25 1997

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

PROCESSING OF NEW CATEGORY LICENSE PLATES

To assist you and to avoid any delay in the processing of license plates for new categories by this office, please make note that **all paperwork for any of the new category license plates are processed in the *usual manner*, including sticker sales, and taxes.** However, these categories do require the following additional fees:

Additional fees for new license plate categories are as follows:

Plate Category	If your current plate expires within 60 days, in addition to the standard $48 fee	If your current plates do not expire within 60 days	Additional renewal fee added to the standard renewal fee of $48	Newly acquired vehicle
Prevent Violence	$40	$40 + $5 Reclass	$27	$61 Title/reg + $40 Fee
Collegiate License	$40	$40 + $5 Reclass	$27	$61 Title /reg + $40 Fee
**Master Mason	$25	$25 + $5 Reclass	$25	$61 Title/reg + $25 Fee
Firefighter Memorial	$27	$27 + $5 Reclass	$17	$61 Title/reg + $27 Fee
* Sporting Series	$40	$40 + $5 Reclass	$27	$61 Title/reg + $27 fee
Universal Veterans	$15	$15 + $5 Reclass	$2	$61 Title/reg + $15 fee
Universal Charity	$15	$15 + $5 Reclass	$2	$61 Title/reg + $15 Fee
*Peoria Wildlife Prairie Park Plate	$40	$40 + $5 Reclass	$27	$61 Title/reg + $40 Fee

* Sporting Series includes the following plates: Bass, Deer, Duck, Goose, Pheasant and Turkey.

NOTE: Names, addresses, and surrender plate information are now being compiled. Plates will be ordered upon receipt of a minimum of 850 requests. Requestors will be notified of further requirements at the time their order is placed. At this time **no monies** should be accepted for payment of these plates. Also, TRPs **should not** be issued currently for these categories.

** Master Mason plate is restricted issue to Master Mason Members with approval of The Grand Lodge.

Please assure that the proper fees are submitted with all documents. Any questions can be directed to 1-800-252-8980.

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BULK MAIL PERMIT REMINDER

The Secretary of State Bulk Mailing Permit is only to be used by the Office of the Secretary of State for mail originating from Secretary of State offices and being forwarded directly to the United States Postal Service for bulk mail handling.

The Vehicle Services Department was recently contacted by the United States Postal Service about a serious violation of postal regulations. As identified by the Director of Postal Services, an increasing number of unauthorized attempts are again being made to use the Office of the Secretary of State's bulk mailing permit to mail license plates.

Use of this permit by any individual or company other than the Office of the Secretary of State violates federal postal requirements and could result in prosecution and penalties. In addition to the legal repercussions, attempts to use the Secretary of State bulk mail permit will delay the receipt of the license plates by the registrant.

DEALER SPECIAL DUPLICATE TITLES PROCEDURES

Applications submitted for **Dealer Special** duplicate titles should be as complete as possible to facilitate processing. 32% of all duplicate title transactions are returned due to incomplete applications. Please attempt to include as much information as possible, especially in the following instances:

Purchase Date: If not known, indicate a probable range of years, (i.e.,:1982-84). Always state a license plate number and the year, if known.

Odometer Reading: Current odometer is required on duplicate title applications. A numerical figure and a notation box must be completed unless the vehicle is exempt from mileage requirements.

Lien Release: If there was a lien at the time the original title was issued, the lienholder will appear on the duplicate title unless a lien release or other proof of payment in full is submitted.

Dealer Special duplicate titles are processed as a priority. When extra research must be done or a transaction returned to the dealer for completion, the title issuance is delayed.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

August 1997 Vol. 13, Issue 8

GEORGE H. RYAN
Secretary of State

DEALER AND REMITTER RENEWALS

Dealer and remitter license renewals for 1998 will be mailed out during the month of August. The dealer application must be signed and notarized and should include all supporting documents, complete with the proper fees. To ensure the delivery of your new dealer plates by Jan. 1, 1998, renewals should be received by the Secretary of State's office no later than Nov. 15, 1997.

To ensure the delivery of your new Remittance Agent License by Jan. 1, 1998, renewals should be received by the Secretary of State's office no later than Nov. 15, 1997.

UNIVERSAL CHARITY PLATES

A new license plate category became effective July 1, 1997. The Universal Charity Plate plate will be a standard design plate with space available for individual organizational decals. Each participating organization will be responsible for making and maintaining its own decal for sale. Although final approval of the design does remain with the Office of the Secretary of State, each organization may set its own price for these decals. The monies generated from the sale of the decals will directly benefit the sponsoring organization. The fees for the plates will be: $15 original issuance, in addition to the standard $48 registration fee; $2 renewal fee, in addition to the standard $48 registration fee. These license plates may be displayed on passenger vehicles and B-trucks and/or vans weighing not more than 8,000 pounds. No vanity or personalized option will be available in this plate series. Currently, we are accepting information about interested charitable organizations which we will forward to the Attorney General's office for approval. Only organizations that meet the requirements of Title 26, Section 501(c)(3) of the United States Code will be eligible to participate in this program. Our office will require a minimum of 850 cumulative requests before production of these license plates will begin.

UNIVERSAL VETERANS PLATES

The Universal Veterans License Plates honoring all Illinois veterans became effective July 1, 1997. The fees for the plates will be: $15 original issuance, in addition to the standard $48 registration fee; $2 renewal fee, in addition to the standard $48 registration fee. These license plates may be displayed on passenger vehicles and B-trucks and/or vans weighing not more than 8,000 pounds. Vanity/personalized plates will not be available for this plate category. The Secretary of State's office is currently working on the design aspects of this plate. We will update you in future bulletins about the progress of the design. Our office will require a minimum of 850 requests cumulative before production of the plates will begin.

NEW CATEGORY PLATE INQUIRIES

All inquiries about new and future plate categories should be directed to the Processing Plus Section of the Registration Processing Division at **(217) 782-2739**. These current plate categories include Violence Prevention, Firefighter, Master Mason, Sporting Series and Collegiate. Also, inquiries for any future plates will be directed there as well. Personalized and Vanity Environmental inquiries only should continue to be directed to the Special Plates Division at **(217) 782-2284**.

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ORDERING INFORMATION FROM RECORD INQUIRY

Due to current legal action, the OPT-Out program has been reinstated. When requesting title and registration records, remember to provide all necessary information. Although "Dealers and Remitters" are exempted by law from the 10-day waiting period for records, the Illinois Vehicle Code (Section 5/2-123) and the Illinois Administrative Code [Title 92, Chapter II, Part 1002] require that several items of information be submitted before your request can be processed.

All requests must be in writing and signed by the person making the request, including their address, the name and address of any organization they are representing, and the position of the requestor in the organization. The purpose of the request, the intended use of the information and the specific information or type of information being sought must also be provided.

Each request is executed upon receipt by this office of either an Information Request Form (VSD-375.2) properly completed or letter with required information. Each search requires a fee of $4 which may be made by cash, check, money order or credit card (Discover, Mastercard or VISA).

If you have any questions about how to order records, please contact the Record Inquiry Section, Room 408, Howlett Building, Springfield, or call 217-782-6992.

RETURNED LICENSE PLATES REMINDER

It is no longer necessary to surrender the current license plate at the time of application with a Reclass transaction or with the replacement of license plates. An instruction card will be enclosed with the new registration identification card for disposition of the current license plate. Applicants may surrender their old license plates at their local Secretary of State facility. A brief statement indicating the reason for return should accompany the old plates.

VANITY/PERSONALIZED PLATE REQUESTS

When distributing Vanity/Personalized Plate brochures: 1. Give the **entire brochure** to the individual. **Do not** give the request form only. The individual needs the information found in the brochure to be familiar with spacing, categories where numbers precede the letters, how many letters or numbers can be put on each plate category and the ranges available. 2. The **individual** making the request should fill out the form. Compliance with these requests will assure that the individual is receiving the plate as requested.

When submitting a transaction including a vanity or personalized plate request, the request card should **always** be on the top **followed** by the check or money order.

This procedure helps the office speed up processing of the request. In addition, the request card should **always** include the applicant's name and address.

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

September 1997 Vol. 13, Issue 9

GEORGE H. RYAN
Secretary of State

PERSONS WITH DISABILITIES PARKING PLACARD

On Jan. 1, 1998, the Office of the Secretary of State will begin the transition to a new persons with disabilities parking placard. The new placard, which conforms to recent federal guidelines, provides for 3"X 9 3/8" blue permanent cards and red temporary cards displaying the International Symbol of Access. The placards can be hung on the rear view mirror for even greater visibility, but, if necessary, can continue to be displayed on the visor or dashboard.

The new permanent placards will be valid through Apr. 30, 2002. Temporary placards are valid through the assigned expiration date. A new revised certification form will be mailed to all placard holders which will need to be completed by their physician in order to receive the new placard.

Effective July 16, 1997, all permanent placards will be issued in the Springfield office **only**. The temporary placards will continue to be issued at all Secretary of State facilities. If you have questions about the placards, contact the Non-Standard Plate Section, Room 539, Howlett Building, 501 South 2nd Street, Springfield, Illinois, 62756.

REMITTANCE AGENT LICENSE NUMBER REMINDER

Remittance agents should place their remittance agent number instead of their business name in the remitter agency area on the vehicle title and registration application. The remittance agent license number in this area can be typewritten, printed (legibly), or rubber stamped.

VEHICLE IDENTIFICATION NUMBERS

The vehicle identification number (**VIN**) is one of the most important elements on a title and registration application. Providing the correct VIN on the application, either *typewritten* or *hand-printed* clearly, **and** comparing it with the VIN actually on the vehicle will help to prevent delays in the issuance of a certificate of title which does not accurately describe the vehicle in the owner's possession.

Although the number of titles issued in 1996 increased by just 1% over the previous year, the number of VIN errors detected by the computer-generated title system increased by nearly 20%. Each error detected must be corrected before a new certificate of title can be issued, resulting in a delay in title issuance.

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ISSUING TRPs TO INSURED VEHICLES

There are seven insured vehicle plate categories that cannot be issued TRPs. State law dictates specific insurance provisions be met prior to these vehicles being operated on state roadways. The plate categories are: Ambulance, Funeral Home, Livery, Medical Carrier, Public Transportation, Taxi, and Tow Trucks. Applications, proper fees, and Certificates of Insurance for these vehicles may be sent to the Office of Secretary of State, Non-Standard Plates Section, Room 539, Howlett Building, 501 South 2nd Street, Springfield, IL, 62756, or may be submitted to the Chicago North Facility located at 5401 North Elston Avenue, Chicago, IL, 60630.

STOLEN IOWA TITLES

The Iowa Department of Transportation has reported that 240 certificates of title bearing control number AB4585601 through AB4585850 are missing and possibly stolen. The control number is in red and located in the lower right hand corner of the Iowa certificate of title. If these titles are received by your business, please notify the Iowa Office of Motor Vehicle Enforcement at (515) 237-3247.

DUPLICATING APPLICATIONS FOR TITLE AND/OR REGISTRATION

Applications for Vehicle Title (VSD-330) and for Vehicle Title and Registration (VSD-190) submitted for processing must be the original forms furnished by this office. Duplicated or reproduced forms, e.g., photocopied or laser printed, will not be accepted. Forms may be ordered from:

Office of the Secretary of State
Vehicle Services Department
Attention: Forms Supply Section
Winchester Warehouse
3701 Winchester Road
Springfield, IL 62707
(217) 782-7132

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

October 1997 Vol. 13, Issue 10

GEORGE H. RYAN
Secretary of State

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at Urbana-Champaign

TRANSFER/RECLASS OF LICENSE PLATES TO A VAN

Vans can be registered as either a passenger vehicle or truck **depending on the body style and usage.** If the van has windows all the way around and seating capacity in the rear, it can have **passenger or truck plates.** However, if the vehicle has windows in the front passenger and driver sides only, it must be registered as a **truck.**

PROCESSING OF NEW CATEGORY LICENSE PLATES

The July 1997 Bulletin included a chart with additional fees for new license plate categories. For **Sporting Series Plates,** the fee for a newly acquired vehicle was listed as $61 Title/reg. + $27 fee. Please correct your information to read:

$61 Title/reg. + **$40** fee.

LASER PRINTED REGISTRATION RENEWAL FORMS

A laser-printed renewal form for vehicle registrations approved by the Office of the Secretary of State will be mailed to the public beginning with the October 1997 expiration notices of the new form. Below is a sample of that new form.

LICENSE PLATE RENEWAL APPLICATION

Type of Application	County

License Plate No	Current Expiration	Fee

Vehicle Year	Vehicle Make

Vehicle Identification Number

Axles	Weight or CC'S	Body Style	☐ Leased ☐ Rental

(Office use only)

I/We hereby affirm that the information provided is true and correct and when applicable will abide by the Mandatory Insurance Law requiring liability insurance throughout the registration period.

SIGNATURE OF OWNER(S) _____

Your signature on the application authorizes the Secretary of State to lower the amount of your check if fee submitted is greater than the required fee for mail-in transactions.

Owner(s) Driver's License Number

Unit Number	File Number

(Office use only)
Make checks payable to the Secretary of State

AS _____ ID ___ CRT ___ CB ___ $ _____

If you have questions after carefully reading these instructions, call toll free 1-800-252-8980.

1. Please check the information to make sure it is correct. If something is not correct, please correct it. If something is missing, please add the information on the front side of this form. If your name has changed you must apply for a corrected title and a corrected registration card at the following address: *Secretary of State, Vehicle Services Department, 501 S. 2nd St., Springfield, Illinois 62756.*
2. If you want a vanity/personalized plate number, you must first renew your present plate. Then you may apply for a vanity/personalized plate by writing to: Secretary of State, 501 S. 2nd St., Room 521, Springfield IL 62756. For more information, you may visit any Secretary of State office or visit the Illinois Gateway Web site on the Internet located at (http://www.sos.state.il.us).
3. License plates cannot be transferred from one person or company to another unless transferring parties are actually one and the same owner. If you are incorporated, you cannot be considered one and the same owner for the purpose of the plate transfer.
4. The 50% reduction in fee (circuit breaker) for eligible recipients applies only to the $48 renewal fee (Example: a vanity renewal which is $58 to renew would be $34 when using the 50% circuit breaker reduction).
5. The Touch Tone Renewal system CANNOT be used if any of the information on the renewal has been changed.
6. **Instructions for rental vehicles:**
   a. If you rent your passenger vehicle, your registration always expires December 31st.
   b. The cost of plate and sticker renewals for rental passenger vehicles is $4 per month, starting with the month after expiration, through the following December.
   c. The law says you must insure all rental vehicles. You must include proof of insurance when you mail this application (include a Certificate of Insurance or a copy of the policy). You must have $50,000 for bodily injury or death to any one person, $100,000 for bodily injury or death to two or more persons in any one accident, $50,000 property damage, or $150,000 combined single-limit coverage expiring December 31st of next year.

If you move you must let the Secretary of State know in writing within 10 days (625ILCS 5/3-416). Mail to:
Secretary of State, Vehicle Services Department
501 S. 2nd St., Springfield, Illinois 62756

Do Not Detach - Submit Both Parts of This Application

REGISTRATION IDENTIFICATION CARD (Office use only)

VehicleYear	Vehicle Make		Vehicle Identification Number		License Plate No
Body Style	Weight or CC's	Axles	Unit Number	File Number	License Expires

GEORGE H. RYAN
Secretary of State, State of Illinois

ATTACH THE RENEWAL STICKER TO THE REAR LICENSE PLATE

CAUTION: After the sticker has been applied, it cannot be removed WITHOUT DESTROYING IT. Do not use glue to affix the sticker to the plate.

THIS IDENTIFICATION CARD must be carried at all times in those vehicles designed to carry more than 10 persons, or to pull or carry property, freight, or cargo; those that are designed or used for living quarters, and school buses (625 ILCS5/3-411). It must also be shown on demand of a police officer or Secretary of State Department of Police employee.

NOTE IF YOU TRAVEL OUTSIDE ILLINOIS, you may be required to exhibit this vehicle registration identification card as proof of ownership

(OFFICE USE ONLY)

VSO-560

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http://www.sos.state.il.us

TRUCKS WITH EXTENDED CABS

Trucks with extended cabs **do not** qualify for passenger license plates. Trucks are *second division* vehicles which require a **"B"** or higher classification of license plate.

HEAVY VEHICLE USE TAX

A motor vehicle with a declared operating weight of 55,000 pounds or more must have proof of compliance with the Federal Heavy Vehicle Use Tax to be eligible for registration in Illinois.

Proof of compliance with the use tax **must be submitted** with the registration application. Proof is not required, however, for a newly purchased vehicle registered within 60 days of the purchase date. **One** of the following items must be submitted as proof:

1. Schedule 1 (Form 2290) showing receipt date or verification date.
2. Photocopy of the Schedule 1 (Form 2290) without the receipt date or verification date and a photocopy of both sides of the canceled check.

Dealerships are advised to request transfer tax information from individuals trading or selling vehicles for which the heavy vehicle use tax has been paid. This office cannot accept any Form 2290s when the tax period years have been changed or altered even if an Internal Revenue Service (IRS) employee changed the form.

For information about the appropriate tax form and other matters related to the Heavy Vehicle Use Tax, contact the IRS Center at 1-800-829-1040 or the Secretary of State's office, Commercial and Farm Truck Division at (217) 785-1810.

STOLEN NEVADA TITLES

The Nevada Department of Motor Vehicles and Public Safety has reported that 60 certificates of title bearing control numbers K208155 through K208214 were stolen from its Las Vegas office. The control numbers are printed in red and located in the lower right hand corner. The form number RD-2(Rev. 10/96) is in the lower left hand corner. Please note: All Nevada titles are imprinted with a dot matrix printer. Any other print may be a forgery. If these titles are received by your business, please contact Mr. Pete English at the Nevada Bureau of Enforcement at (702) 486-8620.

IRP

Help the renewal process be more efficient by preparing your mileage records now for the period covering July 1, 1996, to June 30, 1997. The completed forms should be mailed to: Illinois Secretary of State, Vehicle Services Department, Commercial & Farm Truck Division, Room 300, 501 South 2nd Street, Springfield, IL, 62756. **Fax** (217) 524-0123.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

November 1997 **Vol. 13, Issue 11**

GEORGE H. RYAN
Secretary of State

UNIVERSAL VETERANS LICENSE PLATE

This new category of license plate is issued to Illinois residents who meet eligibility requirements **(except POW/MIA plates, which require no documentation)**. The red, white and blue multi-year license plates may be issued to passenger cars, B-trucks, and vans weighing 8,000 pounds or less. The plates will have an outline of the State of Illinois with the words "Illinois Veteran" encircling it with a stacked "US" suffix. The plates carry a $15 original issuance fee, with part of the fee from each sale to be used for library materials at Illinois Veterans' homes. An additional $2 is required at renewal.

Applicants are required to submit a legible photocopy of their discharge form from the military service **(DD214)** or a **"letter of verification"** from the Illinois Department of Veterans' Affairs or the federal government.

Applicants may apply prior to the expiration of their current plates by submitting the following:

- Request for Universal Veterans plates.
- Completed registration application.
- Current registration identification card.
- Documentation as cited above.
- $15 original issuance fee plus $5 reclassification fee.

Applicants may apply at the time their current plates expire by submitting the following:

- Request for Universal Veterans plates.
- Renewal application.
- Documentation as cited above.
- $15 original issuance fee plus $48 standard registration fee.

Applicants may apply on a newly acquired vehicle by submitting the following:

- Request for Universal Veterans plates.
- Completed registration application with the properly assigned certificate of origin or title.
- Documentation as cited above.
- $61 title and registration fee.
- $15 original issuance fee.
- Appropriate taxes made payable to the **Illinois Department of Revenue**.

Mail requests to:

Office of the Secretary of State
Non-Standard Plates Section
501 South Second Street
Room 539
Springfield, IL, 62756

Questions may be directed to (217) 782-2470.

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STOLEN PENNSYLVANIA TITLES

The Pennsylvania Bureau of Motor Vehicles has reported that vehicle titles were stolen from their office. The title sequence numbers range from 06272182 to 06274000. The number is located on the lower left hand side of the title outside the engraved border in red and black ink. If you discover any of these certificates, please contact John Drennan, Pennsylvania State Auto Theft Unit at (717) 787-9041.

TITLING ABANDONED MOBILE HOMES

Under the Abandoned Mobile Home Act, an abandoned mobile home must be titled with a salvage or junking certificate, except if the mobile home has a mobile home park lease agreement. If the lease agreement explicitly provides for storage, a clear title may be issued through the Labor and Storage Act.

The following documents must be submitted:

1. An application for title.
2. $13.00 fee.
3. Mechanic's Lien Affirmation, completed in full.
4. Copy of the signed lease agreement with the storage language highlighted or circled.
5. Mobile home tax certificate form, if the county population is less than 3 million. The county treasurer must certify that **no** taxes are due.

OPT-OUT PROGRAM REINSTATED

Illinois motorists who **don't** want their personal information sold to direct mail companies **should file** an official request form to have their records withheld from Secretary of State mailing lists. Until a lawsuit filed by one of the nation's largest information marketers is resolved, the Office of the Secretary of State must sell private information about motorists to mail-marketing companies and tele-marketers, a practice Secretary Ryan abolished last year until a Sangamon County circuit judge ruled in May against the elimination of this "Opt-Out"procedure.

Motorists wishing to have their information withheld from direct mailers should file a "Protect Private Information" form available at any driver services facility; or by calling toll-free at **1-800-252-8980** or calling **(217) 782-6854**. Completed forms will be accepted at any driver services facility by mail or fax at **(217) 524-0122**. The forms also can be completed over the Office of the Secretary of State World Wide Web site at **http://www.sos.state.il.us**.

PROCESSING PLUS SECTION

Please note the following update of telephone numbers and address for the Processing Plus Section of the Vehicle Services Department:

Room 011, Howlett Building
501 South 2nd Street
Springfield, Illinois, 62756
Phone #s: (217) 785-9364 or 1-800-524-0121.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

December 1997 Vol. 13, Issue 12

GEORGE H. RYAN
Secretary of State

REBUILT VEHICLE INSPECTIONS

Effective Jan. 1, 1998, the model year for rebuilt vehicles that require salvage vehicle inspection **changes** from "1989 and newer" to "1990 and newer". Consequently, **1989 and older, rebuilt vehicles will not require inspection.**

ODOMETER MILEAGE YEAR EXEMPTION

Also effective Jan. 1, 1998, the most recent model for a vehicle to be exempt from the Truth in Mileage Act odometer requirements **changes** from 1987 to 1988 for all titles issued after Dec. 31, 1997. The formula for determining the model year exemption is: **CURRENT YEAR MINUS 10 EQUALS THE FIRST EXEMPT MODEL YEAR (i.e., 1998-10=1988.)** All titles issued after Dec. 31, 1997, involving a 1988 model or older vehicle will be automatically exempt from Truth in Mileage requirements.

The notation "Mileage Not Required" will be printed on the face of the title. In addition, four other situations do not require an odometer disclosure when ownership of a vehicle is transferred: 1. The vehicle is non-motorized. 2. The vehicle has a gross vehicle weight rating (GVWR) of more than 16,000 pounds. 3. The vehicle is being purchased by the federal government. 4. The vehicle is new and is being transferred from one franchised dealer to another.

DEALER/REMITTER SEMINARS

The Vehicle Services Department is in the process of planning the 1998 training seminars for dealers and remittance agents. The seminars are tentatively scheduled to begin in early March. As a result of your response to our 1997 Seminar Evaluation Forms, the following topics are proposed for the 1998 session:

- Completing Applications • Rebuy/Resale/Reclass • Truck and Trailer Fees
- Special Hauling Permits • Odometer Corrections • Title Corrections
- Temporary Registration Permits • ATV Statute Change • ST - 556, RUT - 25, RUT - 50

Input about issues for these seminars is important. **Please forward any suggestions you may have to:**
1998 Dealer/Remitter Seminars, Vehicle Services Department, Office of the Secretary of State,
501 South Second Street, Springfield, IL , 62756 **or: FAX** suggestions to (217) 524-3913.

LAW ON PARKING FOR PERSONS WITH DISABILITIES TOUGHEST IN NATION

A new law proposed by Secretary of State George H. Ryan will give Illinois the most comprehensive and toughest statute in the nation to battle abuse of parking for persons with disabilities. The law which combines fines, a driver's license suspension and criminal charges to deter parking for persons with disabilities offenders, will take effect Jan. 1 , 1998. Secretary Ryan proposed Bill 951 in response to concerns that increasing numbers of motorists were abusing disabled parking privileges to avoid paying parking meters and to secure prime parking in congested areas.

Among penalties provided by the new law is an automatic 30-day driver's license suspension for anyone who either misuses, purposely lends or fraudulently obtains a parking for persons with disabilities placard or license plate. Those violators also could be charged with a Class A misdemeanor. The law creates a $100 fine for motorists who illegally use placards or plates in metered parking places and felony charges for anyone who possesses, manufactures or sells fake placards or license plates. The law also requires anyone receiving persons with disabilities parking privileges to carry an ID card. Anyone caught using a placard or parking for persons with disabilities space without the proper ID could be ticketed.

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TITLING ALL-TERRAIN VEHICLES

According to Public Act 90-287, all-terrain vehicles (ATV) and off-highway motorcycles purchased on or after **Jan. 1, 1998,** must be titled in Illinois. The title fee will be **$30**, except those ATV's and off-highway motorcycles used for **"production agriculture",** for which the title fee will be **$13**. Generally, an ATV or off-highway motorcycle used in agricultural, horticulture, livestock raising operation, animal husbandry, floriculture, aquaculture, and viticulture is considered used in "production agriculture." The public ac contains a more extensive definition: an affirmation statement signed by the applicant(s) must be submitted with the title transaction stating the vehicle is used in "production agriculture."

CURRENT ODOMETER READINGS ON DUPLICATE OR CORRECTED TITLE APPLICATIONS

The Illinois Vehicle Code (625 ILCS 5/3-111 (d) and 5/3-111.1) requires that applications for duplicate and/or corrected titles must state the *current* odometer reading and whether that reading is actual, not actual, or in excess of mechanical limits at the time of application. Estimating or *guessing* at the odometer reading and/or marking *not actual* can result in the issuance of a title with an invalid reading or notation, which then must be corrected at a later date. When completing applications for duplicate and corrected titles, be sure that you are in compliance with the law and that the reading and notation furnished are current and accurate.

ODOMETER CORRECTIONS

When requesting the correction of an odometer reading or notation on a certificate of title, affirmations from both the buyer and seller at the point where the original error occurred are required. The affirmations should state the correct odometer reading at the time the error was made and whether that reading was actual, not actual, or in excess of mechanical limits. Each affirmation must include the year, make, and vehicle identification number. In some instances, such as the error was made on a duplicate or corrected title application, only one affirmation from the owner will be required.

An application submitted for an odometer reading/notation correction must show the **current** reading, not what the reading should have been when the error was made. In order to request a title history to determine where and when an error occurred, a Secretary of State Information Request Form should be completed and submitted with the statutory fee of $4.00 to the Motor Vehicle Records Division, Record Inquiry Section, Room 408, Howlett Building, 501 South Second Street, Springfield, Illinois, 62756; telephone (217) 782-6992. To speed up processing the application for title correction, a copy of the title history should accompany the transaction.

DEALER NUMBERS ON APPLICATION FOR VEHICLE TITLES

To prevent applications from being inadvertently sent back for revenue when the applicant is a dealer and not subject to tax, please use the "office only" box located below #6 COUNTY on the Application for Vehicle Title - (VSD330.6). When inserting the number in the "office only" box, also use the DL prefix. This procedure will prevent the dealer number from being mistaken for an account number, remitter coding number or unit number.

By following these procedures, you will help us to serve you and your customers more efficiently.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

January 1998 Vol. 14, Issue 1

GEORGE H. RYAN
Secretary of State

ANNOUNCEMENT

VEHICLE DEALERS AND REMITTANCE AGENTS

Secretary of State George H. Ryan and the Vehicle Services Department invite you and your employees to attend one of the 1998 training seminars. These seminars are available for persons responsible for preparing vehicle title and license plate transactions. As a result of your response to our 1997 Seminar Evaluation Forms, the following topics are scheduled for the 1998 session. **Procedures for over-the-counter sticker sales for financial institutions will NOT be covered in this training.**

TOPICS THAT WILL BE PRESENTED AT TRAINING SEMINARS

- Completing Applications
- Truck and Trailer Fees
- Odometer Corrections
- Temporary Registration Permits
- Tax Forms: ST - 556, RUT - 25, RUT - 50
- Rebuy/Resale/Reclass
- Special Hauling Permits
- Title Corrections
- ATV Statute Change

****

LOCATIONS, DATES & TIMES LISTED BELOW - REGISTRATION FORM ON REVERSE SIDE

****

How to Register

Complete the registration form on the reverse side and return it to this office by **Feb. 27, 1998**. After your registration is processed by our office, **you will receive a written confirmation letter approximately two weeks before the seminar date.**

1998 VEHICLE SERVICES TRAINING SEMINAR SCHEDULE

March 26	Thursday	Belleville	Belleville Area College
* March 27	Friday	Ina	Rend Lake College *(a.m. Session ONLY)
* April 7	Tuesday	Grayslake	College of Lake County *(a.m. Session ONLY)
April 8	Wednesday	Rockford	Rock Valley College
April 14	Tuesday	Kankakee	Kankakee Community College
* April 15	Wednesday	Mattoon	Lake Land College *(a.m. Session ONLY)
April 22	Wednesday	East Peoria	Illinois Central College
April 28	Tuesday	Springfield	University of Illinois Springfield
* April 30	Thursday	Macomb	Western Illinois College * (a.m. Session ONLY)
May 6	Wednesday	Palos Hills	Moraine Valley College

Morning and afternoon sessions are offered each day with the *exceptions* of Ina; Grayslake; Mattoon; and Macomb. Each individual should attend only one half-day session.

Morning Sessions	Afternoon Sessions
Registration - 9 a.m.	Registration - 1 p.m.
Seminar - 9:30 a.m. - Noon	Seminar 1:30 - 4 p.m.

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http://www.sos.state.il.us

Enrollment will be limited for each session. Although we cannot guarantee your first choice of time we will make every effort to accommodate your requests. Attendance at these seminars is free of charge. You will receive confirmation of the date and time of the seminars. **Completed forms must be returned to this office by Feb. 27, 1998.**

----------**Detach and Return**----------

TRAINING SEMINAR REGISTRATION FORM		
BUSINESS NAME		
DEALER PLATE #	**REMITTER** RA #	
ADDRESS		
CITY	ZIP	PHONE ( )
SEMINAR LOCATION (city)		

NAME OF EACH PERSON ATTENDING	**FIRST CHOICE DATE & TIME (AM/PM)**	**SECOND CHOICE DATE & TIME (AM/PM)**

Please use a separate sheet of paper if more space is needed. Return or **FAX** completed form to

Linda Deering, Training Coordinator
Vehicle Services Department
432 Howlett Building
501 South 2nd Street
Springfield, IL 62756
FAX (217) 524-3913

If you have any questions regarding these seminars, please call (217) 524-1165.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

February 1998 Vol. 14, Issue 2

GEORGE H. RYAN
Secretary of State

HEAVY VEHICLE USE TAX

A motor vehicle with a declared operating weight of 55,000 pounds or more must show proof of compliance with the Federal Heavy Vehicle Use Tax to be eligible for registration in Illinois.

Proof of compliance with the use tax **must be submitted** with the registration application. Proof, however, is not required for a newly purchased vehicle registered within 60 days of the purchase date. **One** of the following items must be submitted as proof:

1. Schedule 1 (Form 2290) showing receipt date or verification date.
2. Photocopy of the Schedule 1 (Form 2290) without the receipt date or verification date and a photocopy of both sides of the canceled check.

Dealerships are advised to request transfer tax information from individuals trading or selling vehicles for which the heavy vehicle use tax has been paid. This office cannot accept any Form 2290s when the tax period years have been changed or altered even if an IRS employee changed the form.

For information regarding the appropriate tax form and other matters related to the Heavy Vehicle Use Tax, contact the Internal Revenue Service Center at 1-800-829-1040 or the Secretary of State's office, Commercial and Farm Truck Division at (217) 785-1810.

REQUIREMENTS FOR REMOVAL OF DASH ASSEMBLIES WITH VIN PLATE ATTACHED

In order to avoid violating the provisions of **625 ILCS 5/4-103(a)(2), (4), or (5),** the licensed dealer, wrecker, transporter and/or rebuilder, when removing a dash assembly with VIN plate attached, must:

A. obtain a Junking Certificate in his name prior to beginning the dismantling process;

B. mark each essential part with the full Vehicle Identification Number (VIN); and

C. upon selling the dash assembly and other essential parts from the vehicle, provide the purchaser with a copy of the Junking Certificate and a bill of sale which is notated with the specific information required by 625 ILCS 5/5-402.1(b).

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PROCESSING PLUS SECTION

Please note the following **correction** of telephone numbers for the Processing Plus Section of the Vehicle Services Department: **Phone #s: (217) 785-9364 or 1-800-252-8980.**

CIRCUIT BREAKER REGISTRATION DISCOUNT

The Illinois Vehicle Code (IVC) is a very specific on the plate categories that qualify for the circuit breaker discount under the "Senior Citizens and Disabled Persons Property Tax and Pharmaceutical Assistance Act". Section 5/3-806.3 of the IVC states that passenger cars displaying standard multi-year registration plates, vehicles displaying person with disabilities license plates, B trucks displaying standard B truck plates, and recreational vehicles registered at 8,000 pounds or less shall be reduced by 50 per cent. Two other plate categories were added effective Jan. 1, 1996. Vehicles displaying Purple Heart plates (IVC Section 5/3-617) and those displaying Korean War Veteran plates (IVC Section 5/3-626). **By law, no other plate categories qualify for this discount.**

The 50 per cent discount only applies to the $48 renewal/registration portion of the total fee. For example, a Korean War plate renewal with the circuit breaker costs $26 ($24 + $2) and a vanity plate renewal with the circuit breaker is $34 ($24 + $10).

REMITTER NAME

Remittance agents should place the remitter's name in the remitter agency area on the vehicle title and registration application (VSD 190.13A). The remitter's name in this area can be typewritten, printed (legibly), or rubber stamped.

NON-RESIDENT DRIVE-AWAY DECAL PERMITS

Dealers are responsible for stocking and issuing non-resident drive-away decal permits. Dealers should not refer out-of-state buyers to Secretary of State facilities to obtain these permits. The facilities may be used by the dealers (not the customer) on an emergency basis ONLY. Dealers must maintain their own stock of these permits. The permits are available from the Vehicle Services Supply Section, 501 S. 2nd St., Rm. 0013, Springfield, IL 62756.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

March 1998 **Vol. 14, Issue 03**

GEORGE H. RYAN
Secretary of State

INTERNET DISTRIBUTION?

To use recent technology and better serve the car dealers and remitters in the state of Illinois, the Office of the Secretary of State is considering the distribution of the Dealer/Remitter Bulletin via the Internet. If you can send electronic mail, we welcome your suggestions and/or comments at:

ncrews@ccgate.sos.state.il.us

Also, we would appreciate you forwarding your *Email address* to us for future use.

RECLASSIFICATIONS

When calculating a reclassification of a registration, please remember that credit is only allowed for **unused** quarters/months of the old plate, and current quarter/month fees are assessed for the new plate. When reclassifications are miscalculated, the customer is contacted at a later date for any additional fees that are owed.

APPLICATION FOR TITLE AND/OR REGISTRATION

Certain areas of the Application for Vehicle Title and/or Registration are often completed incorrectly. The following examples indicate how the transaction type check box, body style, license plate transfer, and odometer areas are to be completed.

A. Transaction Type Check Box - Always indicate the type of transaction by marking only **one** box in space 1 on either the VSD-190 or VSD-330 form. Do not mark a box if a special type of transaction is indicated in the "specify" box.

B. Model and Body Style - The plate type requested, model and body style areas of the application must be compatible in that the body style indicated must be approved for the type license plate that is being requested. Subaru Brat, Chevrolet El Camino and Ford Ranchero are designed for carrying property, freight or cargo; they must display a truck license plate regardless of how the vehicle is being used. The body style should be indicated as "pickup". Chevrolet Blazer, Jeep Cherokee, Ford Bronco, etc., may be designed to carry cargo or to carry passengers; therefore, these vehicles may be assigned either a truck or passenger license plate. The body style should be indicated as "carryall".

C. License Plate Transfer - When applying for license plate transfer, the license plate to be transferred must be indicated in area #2. A description of the vehicle that the license plate is currently registered to must be indicated in the areas 29-33. If an owner(s) of the transfer plate will not be an owner(s) of the new vehicle, that person's or persons' signature(s) must appear on a statement releasing interest in the plate.

D. Odometer Check Box - If applying for a title, mark the appropriate box in space 13 on the VSD-190 form or in space 10 on the VSD-330 form, indicating whether the odometer reading indicated on the line above is the Actual Mileage, Not the Actual Mileage or In Excess of Mechanical Limits. The box marked on the application should correspond with the odometer notation check box certified on the assignment of title or on the separate odometer disclosure statement. Odometer information is not to be provided on the application if the vehicle is exempt from odometer disclosure requirements.

E. Flood/Rebuilt Check Box - Indicate if the vehicle is a flood and /or rebuilt vehicle. The title will reflect legend(s) which correctly describe the vehicle. The "flood" and "rebuilt" boxes should be checked if the flood vehicle sustained damage greater than 331/3% of its fair market value and has gone through the salvage process. Only the "rebuilt" box should be checked for a vehicle that has been rebuilt for a reason other than flood.

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APPLICATION FOR VEHICLE TITLE AND REGISTRATION

PLEASE TYPE OR PRINT CLEARLY

CHECK ONE

- ☐ TITLE & PLATES
- ☐ STICKER ONLY
- ☐ TRANSFER OF PLATES ONLY
- ☐ PLATES ONLY
- ☒ TITLE & TRANSFER OF PLATES (A)
- ☐ CORRECTED IDENTIFICATION CARD ONLY
- ☐ DUPLICATE IDENTIFICATION CARD ONLY

2 CURRENT 4 PLATE NO: ABC000 (C) | YEAR | 3 PLATE TYPE REQUESTED (B) | 4 EXPIRATION 09 / 97 | OFFICE USE ONLY

OWNER INFORMATION

5 OWNER'S IL DRIVERS LICENSE NO: D252-0453-9694 | 6 DATE OF BIRTH: 7/4/57 | 7 SEX: ☒ M ☐ F

8 OWNER(S) NAME: (1) John Allen Doe

9 OWNER'S IL DRIVERS LICENSE NO: D252-0153-8166 | DATE OF BIRTH: 9/16/60 | SEX: ☐ M ☒ F

(2) Mary Jane Doe

10 RESIDENCE BUSINESS ADDRESS: 123 North Main Street

CITY: Chicago | ZIP CODE: IL 60601

COUNTY: Cook

COUNTY CODE (see next page for list of codes): 016

VEHICLE INFORMATION

11 CURRENT ODOMETER READING (no tenths): 42,563 (D) | GVWR OVER 16 000 LBS ☐ YES

ODOMETER READING STATED IS (check one box): ☒ ACTUAL MILEAGE ☐ NOT ACTUAL MILEAGE ☐ IN EXCESS OF MECHANICAL LIMITS

12 VEHICLE IDENTIFICATION NUMBER: 99999999999999999 | UNIT NUMBER FOR OWNER'S USE

13 YEAR: 1993 | 14 MAKE OF VEHICLE: Buick | 15 MODEL: Skylark (B) | 16 BODY STYLE: Coupe

17 PURCHASE DATE: 5 / 31 / 97 (MONTH / DAY / YEAR) | NEW ☐ USED ☒

18 REBUILT VEHICLE (E): ☐ FLOOD ☐ REBUILT | 19 MOTORCYCLE NO CC | 20 VEHICLE COLOR: Red / Red | 21 RENTAL VEHICLE ☐ YES | LEASED VEHICLE ☐ YES | 22 FILE NUMBER (if applicable)

23 SURRENDER TITLE NUMBER AND STATE OF ISSUANCE: N4346983 STATE IL

24 For RV, Jet Truck Trailer & Bus Only: NO AXLES | GROSS WEIGHT | TYPE OF FUEL: GAS ☐ DIESEL ☐ OTHER ☐ | VEHICLE OPERATED: ☐ INTRA STATE ☐ INTER STATE | FOR HIRE ☐ YES ☐ NO

MAIL TO

25 TITLE MAILING INSTRUCTIONS (if different from above and no lienholder)

NAME: John Allen Doe

STREET: 54 Capitol Avenue

CITY: Springfield | STATE: IL | ZIP: 62704

26 PLATES/STICKER MAILING INSTRUCTIONS (if different from above)

NAME:

STREET:

CITY: | STATE: | ZIP:

LIENHOLDER

27 FIRST LIENHOLDER NAME AND ADDRESS

NAME:

STREET:

CITY: | STATE: | ZIP:

28 SECOND LIENHOLDER NAME AND ADDRESS

NAME:

STREET:

CITY: | STATE: | ZIP:

TRANSFER

PREVIOUS VEHICLE INFORMATION

29 VEHICLE IDENTIFICATION NUMBER: 00000000000000000 (C) | 30 YEAR: 1986 | 31 MAKE OF VEHICLE: Ford

32 GROSS WEIGHT/NO CC | 33 DISPOSITION OF PREVIOUS VEHICLE: ☒ SOLD ☐ SALVAGED ☐ STOLEN ☐ JUNKED ☐ STORED | DATE OF DISPOSITION: 6 / 3 / 97 | OFFICE USE ONLY

OTHER

34 FROM WHOM DID YOU BUY? NAME: ABC Motors

ADDRESS: 1000 State Street Chicago, IL 60601

35 IF PURCHASED FROM DEALER, DEALER MUST SIGN AND GIVE DEALER NUMBER | DEALER NUMBER: 317 | OFFICE CLASS CODE

36 ARE YOUR PLATES NOW SUSPENDED OR REVOKED? ☐ YES ☐ NO

37 THE FOLLOWING MUST BE COMPLETED ON APPLICATIONS FOR TRUCK, TRACTOR OR BUS REGISTRATION (over 8 000 lbs.)

☐ I have knowledge of the State Motor Carrier Safety Act and, if applicable, the Hazardous Materials Regulations

I/We hereby affirm the information provided is true and correct and, when applicable, will abide by the Mandatory Insurance Law requiring liability insurance throughout the registration period. If applying for title for a motor vehicle nine years old or newer, I/we also acknowledge awareness of the odometer certification made by the seller.

39 (optional) DAYTIME TELEPHONE NUMBER

38 SIGN HERE

X (1) John H Doe

X (2) Mary Jane Doe

YOUR SIGNATURE ON THE APPLICATION AUTHORIZES THE SECRETARY OF STATE TO LOWER THE AMOUNT OF YOUR CHECK IF FEE SUBMITTED IS GREATER THAN THE REQUIRED FEE FOR MAIL-IN TRANSACTIONS

GEORGE H. RYAN
SECRETARY OF STATE
STATE OF ILLINOIS

VSD-190 13A

AUDITORS USE ONLY | $ _____ 1st 2nd 3rd 4th | TAX TN NUMBER

REMITTER AGENCY/DRIVERS FACILITY STAMP NAME HERE ONLY

(X0811AA) 8/96 4MM

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

April 1998 **Vol. 14, Issue 4**

GEORGE H. RYAN
Secretary of State

VEHICLE DEALERS & REMITTANCE AGENTS SEMINARS REMINDER

The 1998 Vehicle Services Training Seminars for new and used car dealers and licensed remittance agents are underway. Listed below is the schedule for the remaining seminars for 1998 and their locations: ATV Statute Change, Completing Applications, Odometer Corrections, Rebuy/Resale/Reclass, Special Hauling Permits, Tax Forms: ST - 556, RUT - 25, RUT - 50, Temporary Registration Permits, Title Corrections, and Truck and Trailer Fees.

* April 7	Tuesday	Grayslake	College of Lake County *(**a.m.** Session **ONLY**)
April 8	Wednesday	Rockford	Rock Valley College
April 14	Tuesday	Kankakee	Kankakee Community College
* April 15	Wednesday	Mattoon	Lake Land College *(**a.m.** Session **ONLY**)
April 22	Wednesday	East Peoria	Illinois Central College
April 28	Tuesday	Springfield	University of Illinois Springfield
* April 30	Thursday	Macomb	Western Illinois College * (**a.m.** Session **ONLY**)
May 6	Wednesday	Palos Hills	Moraine Valley College

Morning and afternoon sessions are offered each day with the *exceptions* of: Grayslake; Mattoon; and Macomb. Each individual should attend only one half-day session.

Morning Sessions - Registration - 9 a.m.., Seminar - 9:30 a.m. - Noon
Afternoon Sessions - Registration - 1 p.m., Seminar 1:30 - 4 p.m.

PERMANENT SEMITRAILER PLATES

Individuals and companies within the trucking industry, as well as the two major trucking associations, have been requesting a permanent semitrailer plate for many years. As a result of the Secretary of State's Office working with the trucking industry, mainly through the Secretary of State's Truckers Advisory Board, legislation was introduced during the 89th General Assembly and subsequently passed. The Governor signed this legislation on Feb. 14, 1997. PA89-710 becomes effective with the 1999 registration year.

The permanent semitrailer plate will have a one-time fee of **$15** and will be a non-transferable plate. To offset the loss in revenue to the Road Fund, the flat weight tax on the truck tractors (power units) will be increased in the three top weight categories by **$32**. This will include the "V", "X" & "Z" plate categories in the flat weight, farm & mileage fee schedules.

TITLE AND/OR REGISTRATION APPLICATIONS

Please have all Title and/or Registration Applications submitted in the following order:

- Title and/or Registration Application
- Supporting document(s)
- Tax form
- Certificate of Title (facing backward)

After this division receives the application, it takes considerable time to rearrange and properly enter the application information into the computer. This will prevent processing delays and assist us in meeting the 30-day title issuance. Please note that the surrendered title should be the last document and that it should be face down.

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http://www.sos.state.il.us

IRP RENEWAL

The 1999 IRP registration is required as of April 1, 1998. Those not renewing need to return their apportioned plate and cab card by April 15, 1998. Failure to comply will result in an automatic billing and possible revocation of all their IRP and non-IRP vehicle registrations.

ODOMETER DISCLOSURE REQUIREMENTS

One of the major reasons for the rejection of title-related transactions is an incomplete or incorrect odometer disclosure on an assignment and/or reassignment of title. For a vehicle subject to the Truth in Mileage Act, the odometer disclosure on a conforming Certificate of Title must include a numeric odometer reading, and the appropriate box must be checked if the reading is not the actual mileage or if the reading exceeds the mechanical limits. The disclosure must also include the printed names and signatures of all sellers and the printed name and signature of at least one of the buyers. If the buyer and/or seller is a firm, the written signature and printed name of the agent for the firm, as well as the printed name of the firm, is required.

The numeric reading as shown on the assignment and/or reassignment title must be transferred to the buyer's application for title, and the appropriate box must also be checked on the application.

By confirming that all required information is present on both the assignment and/or reassignment of title and on the application for the new title, the Certificates of Title will be issued on a more timely basis.

CONFORMING MCOs

Several vehicle manufacturers have recently begun issuing Manufacturer's Certificates of Origin (MCOs) that contain the same odometer disclosure language as is required to be printed on Certificates of Title. Dealers are encouraged to complete the entire odometer disclosure on the back of the conforming MCO when selling a new vehicle to a retail customer. However, it is permissible for Illinois dealers to complete a separate disclosure statement that contains the required disclosure language. If a separate statement is used, a copy of the disclosure statement must be submitted with the title transaction.

In all retail sales involving MCOs, the entire odometer disclosure, including the signature and printed name of the buyer and the signature and printed name of the seller, must be completed either on a separate disclosure statement or on the MCO. A copy of the separate disclosure statement or a copy of the front and back of the MCO must be provided to the buyer.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

May 1998 Vol. 14, Issue 5

GEORGE H. RYAN
Secretary of State

ADDRESS CHANGES

To assure receipt of the Dealer/Remitter Bulletin on a timely basis each month, please notify this office of any address changes. All changes should be forwarded to:

Mark Bartletti, Manager
Dealer Licensing Section
Vehicle Services Department
501 South 2nd Street
Room 069, Howlett Building
Springfield, IL 62756-7000.

TOW TRUCK LICENSING REMINDER

Please remember the following when renewing a license for tow trucks: Applicants need only to register for the empty weight of the fully equipped tow truck. The weight of an unregistered vehicle will be covered when the third tow truck plate is displayed on the vehicle.

The insurance requirements indicated on certificates of insurance have been changed to reflect the following **minimal** coverages:

a. Automobile liability - $500,000 combined single limit.
b. Garage liability - $500,000 combined single limit. (Company or individual who do not have repair or storage facilities may submit a signed affirmation.)
c. On-hook coverage - $25,000 (If a company or individual only tows vehicles owned by the company or individual, they may submit a signed affirmation.)
d. Garage Keepers - $25,000.
e. Workers Compensation - (If a company/individual is the sole proprietor and does not have any other employees, a signed statement is required to that effect.)

The Office of the Secretary of State will accept the following statement on the certificate of insurance: "This policy meets or exceeds the minimum requirements of Public Act 89-433".

The changes resulting from Public Act 89-433 make no distinction between tow truck operators who **do** or **do not** repair or store vehicles. Any new business transaction requiring a new certificate of insurance would have to submit this coverage.

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http://www.sos.state.il.us

VOLUNTARY REPOSSESSIONS - APPLYING FOR TITLE

When a debtor defaults on a contract and voluntarily surrenders the vehicle to the lienholder, the lienholder must apply for a repossession title before disposing of the vehicle. The assignment of title should be completed in full by the debtor to the lienholder. The lienholder should submit the assigned title with an application for title in the lienholder's name, title fee of $13.00, and a letter from the lienholder, verifying that this is a voluntary repossession. When the vehicle is disposed of by the lienholder, tax will be due from the purchaser on a percentage basis (unless the vehicle is sold to a licensed dealer, using either a ST-556 or RUT-25 tax form. The RUT-50 tax form is not appropriate when a lienholder sells a repossessed vehicle. **NOTE**: If the debtor voluntarily returns the vehicle but refuses to complete the assignment of title, the lienholder must follow the procedures for an involuntary repossession in order to obtain title.

DEALER HOTLINE

Do you have a question about title records and processing? If so, your question can now be answered by calling (217) 782-6877. This new system was created to assure us that your call has been received by the appropriate office and to assure you a faster reply.

EXPANDED TIME LIMIT TO APPLY FOR REPOSSESSION TITLE

Public Act 90-212, effective Jan. 1, 1998, amended Chapter 625 of the *Illinois Compiled Statues* 5/3-114(f) to allow the lienholder 20 days in which to make application for title on a repossessed vehicle. (The previous time limit had been 15 days.) This 20-day time period begins after the time period of the original 21-day notice to the debtor has ended.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

June 1998 **Vol. 14, Issue 6**

GEORGE H. RYAN
Secretary of State

DEALER & REMITTANCE AGENT SEMINARS

With the completion of the 1998 Dealer/Remittance Agent Seminars, the Vehicle Services Department is reviewing your comments about the sessions. The comments of dealers and remittance agents are invaluable to the Office of the Secretary of State and, as preliminary plans are being made for the 1999 seminars, we welcome your ideas and suggestions for materials to be included. Questions, comments and suggestions are welcomed and encouraged.

Please send these to:

Linda Deering, Training Coordinator
Vehicle Services Department
501 South 2nd Street, Room 432
Springfield, IL, 62756
(217) 524-3913 **(FAX)**

Thank you for your input and for helping us provide training in the areas you feel are important.

NEW APPLICATION FORM FOR PERSONS WITH DISABILITIES

Effective Jan. 1, 1998, the Office of Secretary of State began using a new certification form for Persons with Disabilities Applications. This revised certification form must be used **for all applications for placards and license plates**. The form must be fully filled out before it will be accepted by this office. This includes both the applicant portion and the certifying physician. Among the most common forgotten items are: the physician's license number, address, and not checking the impairments. Please be sure that these certification forms are completed before submitting them to this office.

Placards that were renewed from the renewals mailed in September were mailed beginning April 15, 1998 .

CURRENT PHONE #s

If you need assistance with the following transactions in the Registration Processing Division, please call the current phone #s indicated below:

(217) 785-9364
Reclass; Resale; Replacement Plates/Stickers; Registration **ONLY** for Collegiate, Prevent Violence, Environmental, Special Interest, Circuit Breaker, Passenger and Fiscal Plates.

(217) 782-1069
Non-Receipt of plates and stickers, Plate/Sticker Exchange, No-Fee ID Cards, Transfer **ONLY**, and Duplicate/Corrected ID Cards.

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INSURANCE AT TIME OF RENEWAL

Proof of insurance **is required** at the time of renewal for **all public transportation and medical carrier owners**. These plates cannot be renewed at any Office of the Secretary of State facility or at any currency exchanges. Renewal for these plates can be transacted only at the following locations: 5401 North Elston in Chicago and at 501 South 2nd Street, Room 539, Springfield. Also, **no temporary permits may be issued** to public transportation or medical carrier vehicles.

ID CARD REMINDER

It would assist this office if you would verify the validated plate #s on the ID cards to match the license plates. This procedure could also eliminate problems with law enforcement.

NEW REGISTRATION FEE FOR CERTAIN TRUCKS

Effective with the **1999** registration year, **new fees** must be charged for the **"V", "X" & "Z"** plate classes in the flat weight, farm and mileage plate categories. Because the last quarter fees are waived in the last month of the registration year, these fees will be effective **June 1, 1998** for newly acquired vehicles. The new fees are as follows:

FLAT WEIGHT FEES		FARM TRUCK FEES		MILEAGE TAX FEE	
V	$1,834.00	**VV**	$1,032.00	**MV**	$ 948.00
X	$2,096.00	**VX**	$1,080.00	**MX**	$1,072.00
Z	$2,232.00	**VW**	$1,192.00	**MZ**	$1,142.00

These new fees are required to off-set the loss in revenue to the road fund as a result of the new permanent semitrailer license plate. Permanent semitrailer plates will be issued beginning with the 1999 registration year for a one-time fee of $15. The new semitrailer plate will also be non-transferable.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

July 1998 **Vol. 14, Issue 7**

GEORGE H. RYAN
Secretary of State

TRUCK PLATES

Effective July 1, 1998, the Office of the Secretary of State began accepting a fee increase for trucks and power unit plates registered from 64,001 to 80,000 lbs. The increase is warranted to offset the loss in revenue that will be realized when later this year, we start issuing the permanent and non-transferable semi-trailer license plates. The increase will be $32 per year or $8 per quarter for the following plate categories:

Farm Plates	VV, VX, VZ
Flat Weight (bus, tractor, truck)	V, X, Z
Mileage Plates	MV, MX, MZ

FISCAL YEAR FEE SCHEDULE*
TRUCK, TRUCK-TRACTOR, TOW TRUCK, AND BUS
EFFECTIVE JULY 1, 1998

***All license plates below expire at midnight on June 30th. Reduced part-year fees apply only to vehicles just purchased or just brought into the state.**

Plate Type	Vehicle Weight (Pounds)	First Quarter *July 1-Sept. 29*	Second Quarter *Sept. 29-Dec. 30*	Third Quarter *Dec. 31-Mar. 30*	Fourth Quarter *Mar. 31-June 30*
B	8,000 or less	$ 48.00	$ 38.50	$ 29.00	$ 19.50
D	8,001 - 12,000	108.00	83.50	59.00	34.50
F	12,001 - 16,000	192.00	146.50	101.00	55.50
H	16,001 - 26,000	390.00	295.00	200.00	105.00
J	26,001 - 28,000	504.00	380.50	257.00	133.50
K	28,001 - 32,000	672.00	506.50	341.00	175.50
L	32,001 - 36,000	784.00	590.50	397.00	203.50
N	36,001 - 40,000	960.00	722.50	485.00	247.50
P	40,001 - 45,000	1,110.00	835.00	560.00	285.00
Q	45,001 - 50,000	1,228.00	923.50	619.00	314.50
R	50,001 - 54,999	1,356.00	1,019.50	683.00	346.50
S**	55,000 - 59,500	1,464.00	1,100.50	737.00	373.50
T	59,501 - 64,000	1,574.00	1,183.00	792.00	401.00
V	64,001 - 73,280	1,834.00	1,378.00	922.00	466.00
W	73,281 - 77,000	2,096.00	1,574.50	1,053.00	531.50
Z	77,001 - 80,000	2,232.00	1,676.50	1,121.00	565.50

** Vehicles 55,000 lbs. or more are required to show proof of payment of the federal heavy vehicle use tax.

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INTERNET DISTRIBUTION?

To use recent technology and better serve the car dealers and remitters in the state of Illinois, the Office of the Secretary of State is considering the distribution of the Dealer/Remitter Bulletin via the Internet. If you can send electronic mail, we welcome your suggestions and/or comments at:

ncrews@ccgate.sos.state.il.us

Also, we would appreciate you forwarding your *Email address* to us for future use.

PENNSYLVANIA TITLES STOLEN/DEALER

The State of Pennsylvania has reported that several Certificates of Title have been missing and presumed stolen. These titles have been intercepted by other jurisdictions and reflect fraudulent information. The Pennsylvania titles fall in a range of sequence from 000456001 and 000458250. The sequence number is located on the lower front left-hand side of the title outside the engraved border and printed in red and black inks. If you obtain one of these Certificates of Title, please contact James Dunn, Pennsylvania Fraud Unit at (717) 787-3029 or Trooper Steve Arnold, Pennsylvania State Police at (717) 787-9041.

SPECIAL HAULING ALERT

If you want a Special Hauling Vehicle (SHV) Permit, you must confirm that your fiscal registration fee includes the extra $100 fee to renew your SHV Permit.

If you do not have confirmation of payment for this additional fee, you will have to submit a separate SHV Application and $100 fee with your registration renewal.

IRP MILEAGE REPORTING PERIOD FOR 2000

Truckers licensed under the International Registration Plan (IRP) are reminded to compile mileage records for the 2000 registration year. The mileage reporting period to determine 2000 license plate fees closes on June 30, 1998.

IRP fees are based on the number of miles driven during the previous fiscal year. Therefore, truckers whose registrations were apportioned previously under the IRP should compile their mileages from July 1, 1997, through June 30, 1998, to compute their 2000 fees. Registrants can contact the Commercial & Farm Truck Division and have their files worked without making payment until March 1999.

Following this procedure will assist us in maintaining, to a minimum, the amount of time which you will spend waiting in line, and, possibly, not receiving operating credentials until after the current credentials expire. If you have any questions, call 217-524-4425.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

August 1998 **Vol. 14, Issue 8**

GEORGE H. RYAN
Secretary of State

DEALER LICENSE RENEWALS

Dealer license renewals for 1999 will be mailed out the first part of the month. The dealer application must be signed and notarized, and should include all supporting documents and the proper fee. To ensure the delivery of your new dealer plates by Jan. 1, 1999, your **renewal should be received** by the Office of Secretary of State **no later than Nov. 15, 1998**.

REMITTANCE AGENT LICENSE RENEWALS

The 1999 Remittance Agent license renewals will be mailed out during the month of August. The application and supporting forms must be completed for **each location** and **should be submitted** with the proper fee to the Office of Secretary of State **no later than Nov. 15, 1998**.

CHANGES IN TITLE BOND PROCEDURES

A new *Administrative Rule* has been adopted, which **changes** the procedures for filing a bond to cover issuance of a certificate of title. A bond is required when standard ownership documents (i.e., an assigned title) cannot be surrendered with an application for certificate of title/registration. The two major changes are: (1) no minimum bond amount is required, and (2) the appraisal is to be in the form of an affirmation statement. The affirmation of appraisal ***must* contain the following**:

- a complete description of the vehicle (year, make, model, and vehicle identification number)
- the current wholesale value
- a statement that the vehicle is intact and that all major component parts are present (unless application is being made for a salvage or junking certificate)
- a statement that the appraisal value is accurate to the best of the appraiser's knowledge *and* that the affirmation is made under penalties of perjury
- the signature and printed name of the appraiser
- the firm name, address, and dealer license number
- the date of the appraisal

The appraisal should be from a licensed new or used vehicle dealer (including motorcycle, mobile home, and trailer dealers); a licensed rebuilder (for salvage or junk vehicles only); a licensed real estate agent (for mobile homes only); or an officer of an antique vehicle club or association (for antique vehicles only). The bond, either a surety bond or cash bond, must be executed in the form prescribed by the Secretary of State in an amount equal to 1 1/2 times the appraised value of the vehicle.

Each bond transaction must also be accompanied by some evidence of the applicant's right to acquire title, such as a bill of sale, receipt, or canceled check. If such evidence is not available, an affirmation statement detailing the circumstances under which the vehicle was acquired without title is required. A completed application for certificate of title/registration, fee of $13.00 for issuance of title, and if license plates are desired, proper registration fee according to the appropriate schedule, is required, along with a completed Vehicle Use Tax Return and tax payment, if applicable.

It should be noted that a bond will not be accepted to issue title on an abandoned vehicle, a vehicle subject to a mechanic's lien, or a repossessed vehicle. If the last title record is a salvage or junking certificate, a bond will not be accepted to issue a clean certificate of title. Questions in regard to the procedures for filing a bond to cover issuance of a certificate of title/registration may be directed to the Vehicle Titles Division at (217) 782-9796. Transactions may be mailed to Room 629 Howlett Building, Attention: Bonded Titles, 501 South Second Street, Springfield, Illinois 62756.

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THREE NEW LICENSE PLATE CATEGORIES

Effective Jan. 1, 1998, three new license plate categories have been approved for the roster of special license plates:
MAYOR PLATE - This plate is available for presidents of villages or incorporated towns or mayors. This plate carries an original issue fee of $15 (in addition to the standard $48 registration fee), and a $2 renewal fee (in addition to the standard $48 registration fee). These plates will be allowed on passenger, and "B" Trucks. Their registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available. **AT THIS TIME, NO MONIES SHOULD BE ACCEPTED FOR THIS PLATE CATEGORY, AND NO TRPs SHOULD BE ISSUED.** Once the minimum request level of 850 has been met, those individuals on the listing will be notified by this office with further instructions. ("See **.)

ILLINOIS AND MICHIGAN CANAL PLATE - Illinois citizens may purchase this plate for an original issue fee of $40 (in addition to the standard $48 registration fee). Of this fee, $25 shall be deposited into the Illinois and Michigan Canal Fund. For each renewal period, a $27 fee (in addition to the standard $48 registration fee) shall be charged. Of this fee, $25 will be deposited into the Illinois and Michigan Canal Fund. These plates will be allowed on passenger, and "B" Trucks. Their registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available. **AT THIS TIME, NO MONIES SHOULD BE ACCEPTED FOR THIS PLATE CATEGORY, AND NO TRPs SHOULD BE ISSUED.** Once the minimum request level of 850 has been met, those individuals on the listing will be notified by this office with further instructions. (See **.)

DECEASED POLICE OFFICER or FIREFIGHTER PLATE - This special registration plate is available to the surviving spouse or, if no spouse exists, the parents of a police office or firefighter who has died in the line of duty in the State of Illinois. This plate carries an original issue fee of $15 (in addition to the standard $48 registration fee), and a $2 renewal fee (in addition to the standard $48 registration fee). These plates will be allowed on passenger, and "B" Trucks. Their registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available. **AT THIS TIME, NO MONIES SHOULD BE ACCEPTED FOR THIS PLATE CATEGORY, AND NO TRPs SHOULD BE ISSUED.** Once the minimum request level of 850 has been met, those individuals on the listing will be notified by this office with further instructions. (See **.)

** If you would like to be placed on the listing for these new categories, please submit your Name; Address; City; State; Zip; Current Illinois License Plate Number and Expiration to: Department of Vehicle Services, 501 South Second Street, Suite 312, Springfield, IL, 62756.

IRP TRAILERS

An apportioned semi-trailer "is a semi-trailer used in interstate commerce and registered with an apportioned power fleet." If an apportioned power fleet is changed to a flatweight, farm or mileage fleet, the semi-trailers must be changed from a "T" plate to an "ST" plate.

Apportioned trailers and semi-trailers cannot continue to be operated without a corresponding power fleet.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

September 1998 Vol. 14, Issue 9

GEORGE H. RYAN
Secretary of State

INTERNET DISTRIBUTION

To better serve the car dealers and remitters of the State of Illinois, we asked for your response through the Internet about the possibility of distributing this publication through the Internet. Because less than 1% of the recipients of this publication responded, we will **not** change the distribution method for this bulletin. Thank you to those of you who responded and we will maintain your comments and suggestions for future use.

VIRGINIA TITLES STOLEN

The State of Virginia has reported that Certificates of Title have been stolen. The Virginia titles fall in a range of sequence from E6068541 and E6069000. The sequence number is located on the front, right center side of the title printed in red. On valid Virginia titles, all description information about the vehicle, owner, and lienholder is dot matrix printed. If you obtain one of these Certificates of Title, please contact, James F. Lancaster, Assistant Chief Investigator, Title Fraud Division, at (804) 367-6868, or Peggy Taylor, Quality Control Unit, at (804) 367-0077.

OBTAINING A TITLE FOR AN ALL TERRAIN VEHICLE

Effective Jan. 1, 1998, every all terrain vehicle (ATV) purchased on or after that date, must be titled in Illinois.

TITLE FEE CHANGE

Effective Jan. 1, 1998, the fees for ATVs and off-highway motorcycles are $30. For Duplicate or Corrected Titles for these vehicles, the fee remains at $13. The additional fees go into the *Off-Highway Motorcycle Trail Fund.* Note: Those ATVs and off-highway motorcycles used for *production agriculture* have a $13.00 title fee.

PRODUCTION AGRICULTURE

Illinois law defines ATVs and off-highway motorcycles as vehicles used in agriculture production for:

- raising or the propagation of livestock,
- growing of crops to sell for human consumption,
- growing of crops for livestock consumption,
- production of seed stock grown for the propagation of feed grains and the husbandry of animals,
- providing a food product, including the husbandry of blood stock as a source of a food product.

In addition, production agriculture includes: aquaculture, floriculture, horticulture and viticulture.

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http://www.sos.state.il.us

ATV OR OFF-HIGHWAY MOTORCYCLE TITLE REQUIREMENTS

1. Application for Vehicle Title (VSD 330.7).
2. Application fees made payable to the "Secretary of State".
3. Tax form and payment made payable to the "Illinois Department of Revenue".
4. Manufacturer's Certificate of Origin or Illinois Certificate of Title for vehicles purchased after Jan. 1, 199[illegible]. A Bill of Sale or Illinois Certificate of Title for vehicles purchased before Jan 1, 1998.

NOTE:

- All off-highway motorcycles were to be titled after Jan. 1, 1980; therefore, a Certificate of Title must be submitted.

- If the vehicle is used in "production agriculture", an affirmation statement signed by the applicant(s) must be submitted with the application for title stating the vehicle is used in "production agriculture". The affirmation should contain the vehicle information (vehicle identification number, year, make, model).

- ATVs and off-highway motorcycles **cannot** be registered. ATVs may only be registered by a municipality if the Manufacturer's Certificate of Origin or a letter from the manufacturer or manufacturer's franchised dealer states the ATV has been converted to a "street worthy" vehicle and meets the equipment in Chapter 12 of the Illinois Vehicle Code.

If you have any questions about titling ATVs or off-highway motorcycles, call our Dealer Hotline number at (217) 782-6877.

LICENSE PLATES RETAINED BY SURVIVING SPOUSE

If a surviving spouse whose name was not on the registration wishes to retain the license plate of the deceased person, the name of the surviving spouse must be stated on the death certificate received by this office **or** a separate statement must be submitted indicating this information. Since some counties are now issuing only an abstract form of the death certificate without surviving spouse information, the separate statement may be necessary to allow this office to comply with Chapter 11, Section 1010.150 of the Illinois Administrative Code. The surviving spouse who wishes to maintain ownership of a vehicle, but whose name was not on the title, must apply for a new title, and taxes will be due.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

October 1998 **Vol. 14, Issue 10**

GEORGE H. RYAN
Secretary of State

"B" TRUCK PLATES

"B" truck plates carry staggered expiration dates. The fee is $48 and the expiration is based upon when the vehicle becomes subject to registration. **DO NOT** use the fiscal registration fee chart when calculating fees for the newly registered pick-up trucks.

SIGNATURE REQUIREMENTS FOR ODOMETER INFORMATION

When a vehicle is sold, each seller's signature must appear on the assignment area of the surrender document to indicate release of interest in the vehicle. Each buyer's signature must appear on the application. These requirements relate to the sale of the vehicle and are required whether or not odometer information is needed.

Odometer information, and signatures related to them, are not needed if the vehicle is exempt from Truth in Mileage Act requirements:

1. A vehicle that is 10 years old or older (current calendar year minus 10 equals exempt model year, i.e., 1998 - 10 = 1988).
2. A vehicle that is non-motorized.
3. A vehicle that has a gross vehicle weight rating (GVWR) of more than 16,000 pounds.
4. A vehicle that is being purchased by the federal government.
5. A new vehicle that is being transferred from one franchised dealer to another.

When odometer information is required, on any vehicle that is not exempt, the signature requirements vary depending on the surrender document.

WHAT IS A CONFORMING TITLE OR MANUFACTURER'S CERTIFICATE OF ORIGIN?

A surrender document is conforming when its makeup conforms to all the required elements of the federal and state Truth in Mileage Act:

Penalty Clause

Numeric Reading (no tenths) Check Boxes

Signature & Printed Name of Seller

▶ Federal and State law requires that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

ASSIGNMENT OF TITLE

The undersigned hereby certifies that the vehicle described in this title has been transferred to the following printed name and address:

"I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

▶ _____ ODOMETER READING NO TENTHS

☐ 1. The mileage stated is in excess of its mechanical limits.

☐ 2. The odometer reading is not the actual mileage."

WARNING—ODOMETER DISCREPANCY

"If this vehicle is one of more than 5 commercial vehicles owned by me, I certify also that the vehicle is not damaged in excess of 33 1/3% of its fair market value unless this document is accompanied by a salvage application."

Signature(s) of Seller(s) _____

Printed Name(s) of Seller(s) _____ DATE OF SALE _____

"I am aware of the above odometer certification made by seller."

Signature(s) of Buyer(s) _____ Printed Name _____

Signature and Printed Name of Buyer

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A surrender document is non-conforming if it does not contain all these elements. The date in which various states and manufacturers began to issue conforming documents varies. Illinois titles were conforming beginning on Jan. 1, 1990.

SURRENDERING A CONFORMING TITLE

- Any Illinois title issued **after** Jan. 1, 1990.
- Contains odometer notation in legend area.
- Contains Federal Odometer Disclosure language in assignment/reassignment area.
- Odometer disclosure **must be completed on the assignment of title** unless vehicle is exempt.
- No separate odometer disclosure statement is acceptable in lieu of completing the odometer disclosure on the assignment of title.
- Printed names and signatures of **all** sellers and at least **one** buyer is required.

SURRENDERING A NON-CONFORMING TITLE OR MCO

- Any Illinois title issued **before** Jan. 1, 1990.
- Does not contain notation in legend area.
- May or may not contain Federal Odometer Disclosure language in assignment/reassignment area.
- Odometer disclosure **is required on a separate odometer disclosure statement** unless vehicle is exempt.
- Copy of odometer disclosure statement must be submitted to the Office of the Secretary of State for a non-exempt vehicle.
- Printed names and signatures of **all** sellers and **all** buyers are required on a separate odometer disclosure statement.

SURRENDERING A CONFORMING MCO

- Odometer disclosure must be completed on either a MCO or on a separate disclosure statement when sold to a retail customer.
- Copy of odometer disclosure statement must be submitted to the Office of the Secretary of State if completed in lieu of assignment area.
- Printed names and signature of **all** buyers and **all** sellers are required when sold to a retail customer.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

November 1998 **Vol. 14, Issue 11**

GEORGE H. RYAN
Secretary of State

REPOSSESSION LAW CHANGE

Effective Jan. 1, 1999, Public Act 90-665 changes the **requirements for titling of repossessed vehicles**. On the back of the Certificate of Title, lienholders **will be allowed** to directly assign to the purchaser a repossessed vehicle under the following conditions:

1) Notice of Redemption mailed or delivered prior to the sale,
2) Affidavit of Defense must be provided to debtors of non-commercial vehicles only. Debtor(s) have 21 days to respond to Notice of Redemption and sale. Vehicle must have been used as collateral and have been used primarily for the obligor's personal, family or household purposes, and
3) Vehicle damage, if any, is **not in excess** of 33 1/3% of its fair market value.

NOTE:

- Vehicles with damage **in excess** of 33 1/3% must be titled by the repossessor as a salvage vehicle.
- In the event the lienholder **does not** hold the Certificate of Title, application must be made for title in the lienholder's name.

VOLUNTARY REPOSSESSION:

The Certificate of Title should be completed, indicating the owner as seller and the lienholders as purchaser in the assignment area on the back of the Certificate of Title, and the lienholder as seller and the purchaser as buyer in the first re-assignment by dealer area on the back of the Certificate of Title. The release of the lienholder's security interest must be completed on the face of the Certificate of Title.

INVOLUNTARY REPOSSESSION:

The Certificate of Title should be completed indicating the lienholder as seller and the purchaser as buyer in the assignment area on the back of the Certificate of Title. The release of the lienholder's security interest must be completed on the face of the Certificate of Title.

REQUIRED DOCUMENTS FOR ISSUANCE OF TITLE:

- an application for vehicle title or vehicle title and registration,
- the Certificate of Title properly assigned to the purchaser,
- appropriate title fee,
- appropriate tax payment and applicable form, and
- the Affidavit of Repossession.

If the repossession was made through a Court Order, a certified copy of the Court Order and a copy of the bill of sale to the purchaser are also required.

Contact the **Dealer Hotline** at **(217) 782-6877**, if you need additional information.

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IRP

By preparing your mileage records **now** for the period covering July 1, 1997, to June 30, 1998, the renewal process will proceed more efficiently. The completed forms should be mailed to: Illinois Office of the Secretary of State, Commercial & Farm Truck Division, Room 300 - Howlett Building, 520 South 2nd Street, Springfield, IL, 62756.

LICENSE PLATES RETAINED BY SURVIVING SPOUSE

The September 1998 Vehicle Services Bulletin erroneously stated that when a surviving spouse whose name is not on the title maintains ownership of the vehicle and applies for a new title, taxes will be due. A surviving spouse who receives a vehicle by gift or transfer in the administration of an estate **is EXEMPT** from tax. A RUT-50 Vehicle Use Tax Transaction Return must be submitted with the application for title and Section D, Box 5 should be marked: "You are a surviving spouse, and the vehicle is an estate gift."

SERVICE CONTRACT PROVIDER

Effective Aug. 7, 1998, the *Service Contract Provider Act* (PA90-711) requires providers of extended warranties or service contracts to register with the Department of Insurance. The following information must be submitted **at the time of registration**:

1) Name of the service contract provider,
2) List of executive officer or officers directly responsible for service contracts,
3) Name and address of agent for service of process,
4) Copies of all service contract to be sold in the state,
5) Statement of financial security, and
6) Registration fee.

All information and fees, as required by this statute, should be directed to the Department at the following address:

Illinois Department of Insurance
Corporate Regulation Section
320 West Washington Street
Springfield, IL 62767-0001

Should you have questions on this law, contact the Department at (217) 782-1797.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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Vehicle Services Bulletin

A Newsletter for Vehicle Dealers and Remittance Agents

December 1998 Vol. 14, Issue 12

GEORGE H. RYAN
Secretary of State

NEW LICENSE PLATE CATEGORIES

BREAST CANCER AWARENESS LICENSE PLATES - This new license plate category has been approved effective Jan. 1, 1999. This plate is available for Illinois citizens who wish to contribute for breast cancer screening, diagnostic services and education. The plates will say, *Mammograms Save Lives* and *The Susan G. Komen Foundation.* Susan G. Komen, a Peoria native, died of breast cancer at age 36. Two years later, in 1982, her younger sister founded *The Susan G. Komen Breast Cancer Foundation*.

This plate carries an original issuance fee of $25 (in addition to the standard $48 registration fee). Of this fee, $10 will be deposited in a new state treasury fund known as *The Mammogram Fund.* Money in that fund will be distributed as grants to the *Susan G. Komen Foundation* for breast cancer research, education, screening and treatment. The remaining $15 will go to the Office of the Secretary of State for administrative costs.

For each renewal period, a $25 fee will be charged (in addition to the standard $48 registration fee). Two dollars from that $25 fee will go to the Office of the Secretary of State for administrative costs, and the remainder of $23 will go to *The Mammogram Fund.*

By using a competitive grant process each year, the *Komen Foundation* will distribute money from the Mammogram Fund to not-for-profit advocacy groups, such as *Y-Me* and the American Cancer Society. These plates will be allowed on passenger and "B" Trucks. Their registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available. **(See **)**

POLICE MEMORIAL COMMITTEE LICENSE PLATES - Also approved effective Jan. 1, 1999, this license plate will allow Illinois citizens to contribute to *The Police Memorial Committee Fund.* These plates will be allowed on passenger and "B" Trucks. Their registration will be multi-year staggered. Currently, no vanity or personalized license plates will be available.

This plate carries an original issuance fee of $25 (in addition to the standard $48 registration fee). Of this fee, $10 will be deposited in a new state treasury fund known as *The Police Memorial Committee Fund.* Money in that fund will be distributed for maintaining a memorial statue, holding an annual memorial commemoration, and giving scholarships to the children of police officers killed in the line of duty. The remaining $15 will go to the Office of the Secretary of State for administrative costs.

For each renewal period, a $25 fee will be charged (in addition to the standard $48 registration fee). Two dollars from that $25 fee will go to the Office of the Secretary of State for administrative costs, and the remainder of $23 will go to *The Police Memorial Committee Fund.* **(See **)**

** **AT THIS TIME, NO MONIES SHOULD BE ACCEPTED FOR EITHER OF THESE PLATE CATEGORIES, AND NO TRPs SHOULD BE ISSUED.** If you would like to be placed on the listing for either of these new categories, submit; your Name; Address; City; State; Zip Code; Current Illinois License Plate Number and Expiration to: Office of the Secretary of State, Vehicle Services Department, 501 South Second Street, Room 312, Springfield, IL, 62756. Also, indicate the plate category of which you are interested. **Once the minimum request level of 850 has been met, those individuals on the listing will be notified by this office with further instructions.**

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http://www.sos.state.il.us

VIRGINIA TITLES STOLEN

As previously reported in the September Bulletin, the State of Virginia reported the theft of some blank title paper, serial numbers E6068541 through E6069000. If, in the course of your normal business, a Dealer or Remittance Agency comes in contact with one of these titles, **in addition** to contacting the State of Virginia, you should contact your respective Secretary of State, Department of Police - District Office at the following telephone numbers, **as soon as possible:**

District #1 Bellwood Office	-	(708) 338-7555	District #2 Rockford Office	-	(815) 987-7560
District #3 Springfield Office	-	(217) 785-5486	District #4 Mt. Vernon Office	-	(618) 244-4525

REBUILT VEHICLE INSPECTIONS

Effective Jan. 1, 1999, the **model year** for rebuilt vehicles that require salvage vehicle inspection **changes** from "1990 and newer" to "**1991 and newer.**" Consequently, 1990 and older, rebuilt vehicles will not require inspection.

ODOMETER MILEAGE YEAR EXEMPTION

Also effective Jan. 1, 1999, the **most recent model** for a vehicle to be exempt from the Truth in Mileage Act odometer requirements **changes** from 1988 to **1989** for all titles issued after Dec. 31, 1998. The formula for determining the model year exemption is: **CURRENT YEAR MINUS 10 EQUALS THE FIRST EXEMPT MODEL YEAR (i.e., 1999-10=1989.)** All titles issued after Dec. 31, 1998, involving a 1989 model or older vehicle will be automatically **exempt** from Truth in Mileage requirements.

The notation "Mileage Not Required" will be printed on the face of the title. In addition, four other situations do not require an odometer disclosure when ownership of a vehicle is transferred: 1. The vehicle is non-motorized. 2. The vehicle has a gross vehicle weight rating (GVWR) of more than 16,000 pounds. 3. The vehicle is being purchased by the federal government. 4. The vehicle is new and is being transferred from one franchised dealer to another.

VANITY & PERSONALIZED VIOLENCE PREVENTION PLATES

Effective Jan. 1, 1999, PA90-619 allows the Secretary of State to begin issuing Violence Prevention (PV) license plates in the **vanity** and **personalized series**. Applicants may request from three to six characters on these plates with numerics following the alpha characters. The first time issuance of a PV plate carries a $40 fee, plus any other associated fees. A **first time issuance** of a vanity PV plate will cost $40, plus $75 vanity fee, plus the standard $48 registration fee, for a total of **$163**. Each **renewal** of a vanity PV plate will cost $27, plus $10 vanity plate fee, plus the standard $48 registration fee, or **$85**.

An applicant wishing to **replace** a current PV plate with a vanity or personalized PV plate will be charged the $75 vanity fee or the $11 personalized (replacement) fee. $25 of the original issuance fee, and of each renewal fee, will be deposited into the *Violence Prevention Fund*. Requests may be submitted to any Secretary of State facility, or mailed to: Secretary of State, Non-Standard Plate Section, 501 South 2nd Street, Room 539, Springfield, IL 62756. Direct any questions concerning this plate to (800)-252-8980 or (217) 782-2402.

George H. Ryan
Secretary of State
Vehicle Services Dept.
Springfield, IL 62756

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